



YORK COLLEGE OF PENNSYLVANIA

College Catalog

2005-2007

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YORK COLLEGE *of Pennsylvania*

A COEDUCATIONAL COLLEGE GRANTING
ASSOCIATE, BACCALAUREATE AND MASTER'S DEGREES

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ACCREDITATION AND MEMBERSHIP

Accredited by:

The Commission on Higher Education, Middle States Association of Colleges and Schools

3624 Market Street, Philadelphia, PA 19104 (215) 662-5606

National League for Nursing Accrediting Commission

National Recreation and Park Association/American Association for Leisure and Recreation

Commission on Accreditation of Allied Health Education Programs

Association of Collegiate Business Schools and Programs

Accreditation Board for Engineering and Technology

Approved by:

The Pennsylvania Department of Education

The Pennsylvania State Board of Nursing

Department of Education for Training Veterans

Pennsylvania Board of Licensure for Nursing Home Administrators (NHA)

Membership in:

American Association of Colleges of Nursing

American Association of Collegiate Registrars and Admissions Officers

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American Council on Education

American Health Care Association

Association of American Colleges

Association of Governing Boards of Universities and Colleges

College Entrance Examination Board

Commission for Independent Colleges and Universities-Pennsylvania

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Pennsylvania Association of College Admissions Counselors

Pennsylvania Association of Colleges and Universities

Pennsylvania Association of Graduate Schools

Pennsylvania Health Care Association

Pennsylvania Recreation and Park Society

National Association of Student Personnel Administrators

Potomac Chesapeake Association of College Admissions Counselors



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Visitors: York College welcomes visitors. Office hours during the academic year (September through Spring Commencement) are 8:30 a.m.–5:00 p.m. weekdays. During the summer most offices close at 11:30 a.m. on Friday. The reception desk is open from 9:00 a.m.–1:00 p.m. Saturdays. Please request appointments with the Director of Admissions well in advance.

Rules: Students are governed by the rules, regulations and provisions included in this publication. The College reserves the right to withdraw or modify any course.

The General Catalog of York College presents essential information on institutional purposes, programs, faculty, extracurricular activities, facilities, and costs. It is designed to assist prospective students in deciding whether York is the right place for them to pursue their educational goals and to provide a ready reference for enrolled students.

Although this bulletin was prepared on the basis of the best information available at the time of publication, the College reserves the right to change any provisions, regulations or requirements set forth within, without notice or obligation.

York College of Pennsylvania does not discriminate because of race, color, religious creed, ancestry, national origin, gender, disabilities or age in employment procedures or in recruitment and acceptance of students.



YORK COLLEGE *of Pennsylvania*

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A MESSAGE FROM THE PRESIDENT

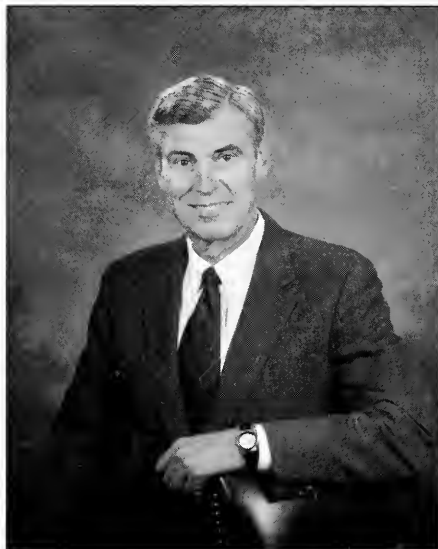
York College of Pennsylvania is a community of learners and learning, whose members share the common bond of active participation in academic and campus life. At York, we believe the collegiate experience at its best is a comprehensive process of holistic personal development, which prepares graduates for productive roles in society, while facilitating their growth as individuals and life-long learners.

York is a venerable educational institution, tracing its heritage back to the early years of the American republic. Throughout its long history, York's commitment has been to provide high quality, affordable educational programs that prepare leaders for the professions, business, industry, science, social service, and the arts.

York College has achieved recognition in the Middle Atlantic region and at the national level for excellence in its academic programs and for its commitment to affordability. As a relatively large college (more than 4,400 full-time students), York represents a "golden mean" in higher education, combining the broad academic resources and extra-curricular opportunities of a fine university with the community spirit and personal attention of a small college.

I hope your experience at York College is a fulfilling one. We of the faculty and staff are ready to help you attain your academic goals and plan for a successful future.

George W. Waldner, President





INTRODUCTION

INSTITUTIONAL OVERVIEW, HERITAGE, MISSION, AND GOALS

OVERVIEW

York College of Pennsylvania is a private-sector, independent institution of higher education, which focuses on offering baccalaureate degree programs in the arts and sciences, as well as professional programs. Students may also enroll in programs leading to the associate degree and the master's degree in selected professional fields.

The College draws its 4,400 full-time undergraduate and 1,500 part-time and graduate students from some 30 states and 15 foreign countries. Typically, 45% of York's freshmen hail from Pennsylvania, 20% from Maryland, 15% from each of the states of New Jersey and New York, and strong contingents from Virginia, Delaware, Connecticut, and other states.

The College occupies a 115-acre, park-like, suburban campus, in the rolling hills of the south central part of the state. York is an economically vibrant area, with a solid industrial base as well as productive service and agricultural centers. Close to the heart of "Pennsylvania Dutch" country and the spectacular Susquehanna River recreation area, York is one hour from Baltimore, two hours from Philadelphia or Washington, D.C., and four hours from New York City, Pittsburgh, or Richmond. Nearly half of its undergraduate students reside in college housing; others commute from their homes or live in rental housing in the vicinity of the campus.

York College envisions itself as a center of affordable academic excellence, and has consistently received favorable regional and national recognition for its success in offering a program of high quality at a tuition rate substantially lower than institutions of similar type, scope, and distinction. York's effective control of tuition costs stems from its dedication to efficiency and from the long-term, generous support of the College by its friends in the York community and its alumni. This support has provided both superior physical facilities and permanent endowment resources sufficient to fund institutional scholarships and financial aid for needy students. York uses this fiscal strength in turn to provide a kind of "scholarship" to each of its students, in the form of relatively modest charges for tuition and campus housing.

York College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, and has specialized accreditation for its business, engineering, nursing, allied health, and recreation programs. Certification programs in education have been approved by the Pennsylvania Department of Education.

HERITAGE

York College of Pennsylvania traces its institutional lineage to the York County Academy, which received its charter from the General Assembly of Pennsylvania on September 20, 1787, for the purpose of offering courses of instruction in “the learned and foreign languages, English, mathematics, and other useful branches of literature.” The Reverends John Andrews and John Campbell of St. John’s Episcopal Church played leading roles in the Academy’s establishment and the early years of its operation. For well over a century the York County Academy functioned as a center of classical studies and the fine arts, educating thousands of persons who became leaders in local and national affairs as well as in the professions of education, medicine, and law.

In 1929, the Academy merged with the York Collegiate Institute, a non-denominational sister institution which had been founded in 1873 by Samuel Small, a prominent businessman and philanthropist. In 1941, the trustees accepted the recommendation of the Institute’s President, Dr. Lester F. Johnson, that the charter be amended to provide for a two-year program at the junior college level. The new institution adopted the name York Junior College and appointed Dr. Johnson as its first president.

In the 1950s, the Junior College outgrew its physical facilities in the center of downtown York, and its academic capabilities advanced beyond the boundaries of a two-year program. Through the generosity of the trustees and other community leaders, a 57-acre site for a new campus was acquired and fund raising began to construct an entirely new and larger complex of campus buildings. In October of 1965, the new campus was dedicated, with words of commendation from then-Governor Scranton that the splendid new buildings testified to “private support and self-help at the local level.” The new facilities, along with yet another successful capital campaign, also made feasible the extension of the curriculum to a full bachelor’s degree program in 1968, leading once again to a change in the institution’s name, this time to York College of Pennsylvania.

In the last thirty-five years the College has continued its advancement as a center for learning, scholarship, public service, and cultural affairs. Curricular resources have grown notably, providing increasingly diverse and sophisticated educational offerings that compare favorably with those of many universities. Campus acreage and facilities have expanded dramatically. Total enrollment now exceeds 5,000, with students coming from a widening geographic sphere. Yet, the full-time undergraduate enrollment of about 4,400 students, the emphasis on teaching excellence, and the increasingly high proportion of students residing on campus permit the preservation of the personal collegiate atmosphere that has characterized the York educational experience for more than two hundred years.

MISSION OF THE COLLEGE

To make available, at the baccalaureate and associate degree levels, high-quality academic programs, which include general education components appropriate for the program's degree level and which cover a broad range of majors in professional and career fields as well as the arts and sciences;

To offer carefully selected master's degree programs, which reflect the enrollment emphases of the undergraduate curriculum and the professional development needs of the region;

To create a teaching and learning environment characterized by individual attention to students, high quality classroom instruction, thoughtful application of relevant technology, encouragement of life-long learning, attention to critical thinking skills, and strict adherence to principles of academic honesty;

To provide York College's educational programs with a superior degree of efficiency, in order to maintain the lowest feasible costs for students;

To attract applications from students from a variety of social, economic and geographic backgrounds, playing a special role in addressing the higher education aspirations of the people of York County;

To enroll principally students whose academic preparation places them in the broad middle to above average range of applicants for their intended degree programs, while remaining open to accepting some students who have demonstrated the capacity and motivation to succeed, even though they have not yet fully achieved their academic potential;

To provide educational opportunities for traditional-age, adult, full-time, and part-time students;

To facilitate the holistic development of students who devote full-time to their collegiate experience through their active participation in campus life;

To build and sustain a stimulating campus community that engages student interest and involvement in cultural, spiritual, sports, and recreational programs;

To provide appropriate enrichment activities for part-time and adult learners; and

To place at the service of the community to the extent feasible the College's human and cultural resources and educational facilities.

GOALS OF THE COLLEGE

Outcomes Assessment

General education curricula, majors, and minors will reflect the institution's mission and each will be defined in terms of intended learning outcomes; on-going monitoring of educational results shall be conducted, with the information obtained used to improve and revise relevant academic programs.

Other functional areas of College operations—library/learning resources, student affairs, business affairs, plant operations, athletics, fund-raising, alumni affairs, career services, admissions, and public relations—will also be directed to attain outcomes defined in relation to institutional mission and goals, and will be monitored and improved in response to the results attained.

Academic Programs

The College will develop new programs consistent with the College's mission, regional economic development needs, and student interests, within the limits of available resources. While the principal program emphasis is on campus-based credit courses, the College seeks to be responsive to requests for academic experiences to be held off-campus, as faculty resources are available through the relevant academic departments.

Academic requirements are the same for all matriculated day and evening students, in their respective degree programs. All programs, including those offered off-campus or in conjunction with other institutions, maintain academic integrity consistent with the College's standards.

Faculty

York College is a student-centered, teaching institution. Accordingly, most of a faculty member's time should be allocated to class preparation and instruction, the evaluation of student work and academic advising. The College encourages the scholarly development of faculty members, providing support for research and the preparation of publications. Every faculty member has the responsibility to advocate to students, colleagues, and the public the importance of intellectual curiosity and accomplishment. All full-time faculty members should be doctorally qualified or hold the relevant terminal degree in their fields. Faculty members are also encouraged to engage in activities which serve the needs of the community.

The College employs as adjunct (part-time) faculty members persons who possess the master's degree or equivalent academic credentials and who demonstrate the teaching skills required for full-time faculty members. The College provides opportunities for adjunct instructors to develop further as teachers and encourages their participation in appropriate departmental activities and the campus community.

Admissions

The College Admissions Office admits an entering class of full-time bachelor's degree students with a combined average SAT score of approximately 1100, drawn principally from the upper two-fifths of the relevant secondary school graduation classes. The Admissions Office seeks especially students who have demonstrated ongoing participation and leadership in projects and organizations within the school and community. The Admissions Office is, however, sensitive to the adverse effect that cultural and socio-economic disadvantages have had on some applicants. It conducts special outreach programs and application follow-up steps for such applicants and places appropriately greater weight on demonstrated eagerness for self-improvement, school/community activities, and letters of recommendation.

Associate, master's degree and adult learner programs admit students who are prepared to benefit from the curricular program in which they seek to enroll.

Campus Life and Diversity

The College strives to foster a campus climate that sets a positive tone for learning and for healthy interaction, formally and informally, among College community members. In all aspects of academic and student life, College personnel strive to create an environment in which all persons interact harmoniously, demonstrating respect for the rights of others and commitment to academic freedom and freedom of conscience.

The College assists students who commit full time to higher education to develop intellectually, physically, socially, spiritually, culturally and professionally and, to that end, provides a comprehensive program of extracurricular activities. Part-time learners are provided with appropriate enrichment opportunities.

The academic affairs and student affairs components of the College collaborate to foster student participation in activities that support appreciation of diversity, growth in cultural understanding, improvement of skills for constructive human interaction, and commitment to personal fitness.

Structure and Governance

The Board of Trustees acts on broad policy matters and has final authority to define the College's mission and educational role. The President serves as chief executive officer and is responsible to the Board for the operation of the College. Line authority passes from the President to the administration and faculty. The College believes in involving trustees, administrators, faculty, staff, and students, both formally and informally, in shared governance processes.

A concerted effort is made to maintain an efficient administrative structure which facilitates responsiveness to the needs of the College and the people it serves. Cooperation among departments and the sharing of resources are emphasized in order to minimize bureaucratic barriers and duplication of effort. All employees are encouraged to work as a team to create a friendly, service-oriented ambiance on campus.

Facilities

The College prides itself on the attractiveness of its physical environment, providing well-maintained, accessible buildings as well as facilities needed for athletics and fitness. The goal is to have facilities which are proportionate to enrollment and adequately support the requirements of educational and co-curricular programs.

Financial Goals

The College is managed to ensure sufficient funds to operate as a comprehensive regional college and adequate quasi-endowment and plant fund reserves to provide financial aid to students and meet capital needs for facilities renewal and expansion. The College observes prudent budgeting, with a sensitivity to students' and families' ability to afford private higher education of high quality.

Alumni

The College strives to cultivate strong, mutually beneficial, and lifelong relationships with its alumni. The College sponsors alumni programming and seeks from its alumni guidance, involvement and financial support.

Community Relations

The College endeavors to foster positive interaction with the surrounding community, while addressing York County's higher education needs. The College provides physical facilities, educational and training programs, consulting services, as well as cultural and social activities to the community. Volunteer community service by faculty members, students, administrators, and staff is promoted throughout the campus.

The college participates actively in neighborhood improvement organizations and initiatives that are focused on areas contiguous to the campus.

LOCATION

York College of Pennsylvania's address is in its name—York, Pennsylvania, a city of 50,000 situated in the heart of the Middle Atlantic population corridor. The campus is located on Country Club Road, two miles south of the city center's Continental Square. The greater York area includes a total of more than 380,000 people.

York's most exciting moment in history came during the American Revolution, when the British advance on Philadelphia caused the Continental Congress to relocate to York, making the town the capital of the nascent nation. During the winter of 1777–78, Congress convened in the York County Courthouse and adopted, among other important documents, the country's first constitution, the Articles of Confederation, in which the official name, the United States of America, was used for the first time. Congress also proclaimed the nation's first Thanksgiving holiday while in York, as a day of gratitude for the American victory at Saratoga.

Today, York is an economically diverse and dynamic area, with some of the country's most fertile farmland as well as world-class enterprises, including manufacturing and headquarters facilities for several major companies, including York International, Harley-Davidson, Graham Packaging, Pfaltzgraff, and Dentsply International.



FACILITIES

The campus is bordered by residential neighborhoods, a small shopping plaza, York Hospital, and a park. The campus complex includes:

Schmidt Library: A complete renovation in 2004 transformed this center of learning into a doorway to the world, complete with the latest information technologies, and a new floor plan that accommodates the way students learn today. The library provides students with access to new electronic resources, including a wireless network and expanded databases with 14,000 electronic journals and 56 million book titles. Additionally, the reorganization of reference material creates improved stack areas and allows for group workspace and individual study carrels.

Melvin H. Campbell Hall: The facility contains lecture halls, science laboratories, a language laboratory, and general purpose classrooms. In 1999, a major renovation and expansion of chemistry laboratories created Campbell Hall's Chemistry Wing. In 1995, the other classrooms, offices, and facilities in the building were completely renovated.

Appell Life-Sciences Building: Home of the Biological Sciences Department, the Life-Sciences Building contains ten laboratories, a theater, general purpose classrooms, faculty offices, and conference rooms.

Business Administration Center: Headquarters for the Department of Business Administration, the Center contains the main academic computer, microcomputer laboratories, classrooms, faculty offices, and the Glatfelter Telecommunications Center.

Information Technology: Information Technology provides state-of-the-art information systems to current faculty, students, and staff. All members of the York College community are assigned a network account that allows them to access file storage, networked programs, e-mail, the World Wide Web and printing. York College of Pennsylvania network services are provided by a variety of servers to desktop computers via campus-wide fiber optic network connecting all academic, administrative and residential buildings. In addition, 14 computer labs with 300 desktop computers running Windows provide access to over 450 software applications available on the servers.

McKay Hall: Acquired in 1996, and expanded in 1999, this 39,000-square-foot building provides specialized facilities for Nursing, Mechanical Engineering, and Sport Management. Located one block west of campus, McKay Hall includes faculty offices, general classroom space, a campus computer lab, and specialized laboratories for upper division nursing and engineering classes.

Music, Art, and Communications Center: The MAC Center includes the latest technology for art, music and television. All instructional rooms are wired for television and computer applications. Its 60,000 square feet include music practice rooms; music and art studios for instruction; television control room, studios and edit suites; an advanced applications video, music and art computer facility; a 208-seat recital hall; the York College Art Galleries; and general purpose classrooms.

Charles Wolf Gymnasium: This building includes a large gymnasium, which also serves as an auditorium for lectures and concerts. The main floor contains the intercollegiate basketball arena, lobbies, storage facilities, and the office of the Director of Athletics. The lower level has another gymnasium, wrestling rooms, training room, physical fitness center, swimming pool, locker and shower areas, classrooms, offices and Public Relations/Publications. The Physical Fitness Center includes multiple stations of Body Master machines, free weights, and cardiovascular machines. Students wishing to utilize the facility will be asked to participate in an orientation session outlining the Center's policies and machine usages. Another Fitness Center, dedicated to aerobic equipment, is located in the Manor Northeast Residence Hall.

The Wolf Academic Center: This 8,000-square-foot facility located on the lower level of Wolf Gymnasium is a multi-use center. It houses five general purpose classrooms, four academic offices, the office for the Alumni Association phone-a-thon, as well as the Learning Resource Center.

The Learning Resource Center: The Learning Resource Center offers tutorial assistance to students in writing and mathematics. In addition, the center coordinates supplemental instruction in certain disciplines as requested by classroom instructors, and offers a full range of study skills assistance for students. Students seeking assistance should contact the center to schedule an appointment with a member of the professional tutorial staff. Academic tutoring in other courses is also available, and students may contact the center for a list of qualified upperclassmen willing to work with students for a fee.

In addition, the Learning Resource Center provides services for special needs students with a documented disability. The coordinator of the Learning Resource Center will assist students in providing reasonable accommodations for courses while ensuring that the academic standards and course requirements, as established by the college, are maintained.

Bookstore: The bookstore, located in the Student Union building, offers an excellent variety of products that support academic work. In addition to being the source for all textbooks, providing both new and used books, the store provides a buy back system each semester to recycle unwanted books. The College logo is prominent throughout the store on clothing, glassware and academic supplies. The bookstore offers a variety of personal care items and services.

Robert V. Iosue Student Union: This facility contains the Johnson Dining Room which seats 600, Buechel Lounge, Alumni Hall, 1770s Room, the Spart's Den, which regularly offers live entertainment, lounge areas, a snack bar, college bookstore and convenience mini-mart; MacDougal Lounge, which houses the multi-cultural, multi-purpose center, T.V. room, a video arcade, conference rooms and offices for: Counseling Services, Career Services, Food Services, Student Senate, Security, WVYC-FM 99.7 Radio Station, Intramurals, Student Activities & Orientation, Residential Programming and Campus Wellness Office, Student Newspaper, Yearbook, chaplains, student organizations, and the Health Center.

Ray A. Miller Administration Building: Located along Country Club Road, this office building houses all of the operating support divisions of the College, including the President's Office, Admissions, Academic Affairs, Student Affairs, Administrative Computer Center, Development and Business Affairs.

Brougher Chapel: This campus interfaith chapel serves as the center of worship for all faiths in the campus community. It is located on the northeastern corner of the campus near the president's home and Springettsbury Avenue. In addition to the main worship area, it contains space for religious activities, meditation, counseling and appropriate events. The Catholic and Protestant Chaplain's offices are located in the chapel as well.



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STUDENT LIFE

STUDENT AFFAIRS

Student Life programs and services are driven by the York College Mission, and the Student Affairs Division has as its primary goal a commitment to providing a campus environment that is developmental to student learning and student growth. The focus is on generating educational opportunities and wellness both in and outside the classroom and through all aspects of student campus life. These programs and services are directed and coordinated by the Student Affairs Division through Student Activities and Orientation, Athletics, Residential Programs and Campus Wellness, Housing Services, Career Services, Counseling Services, Health Services, Food Services, Multicultural Affairs and Campus Outreach Programs, Religious Activities, Student Organizations, Judicial Affairs, and Volunteer Services. For more information about student life, please refer to the student handbook or visit Student Affairs on the YCP homepage.

STUDENT RESPONSIBILITY

The student at York College is a member of the academic community as well as the civil community. All students have the rights, duties and obligations associated with being a citizen in such communities. As legal adults, students are expected to obey civil law and accept personal responsibility for their behavior.

COLLEGE HOUSING AND RESIDENTIAL PROGRAMS

The facilities listed below accommodate York College's resident students. Many options are offered, both on and near the campus proper, to meet the needs and interests of students in each class. The College's residential facilities are designed to permit progressively greater independence for students as they progress through their years on campus. Resident Directors and Assistants staff each facility to supervise activity, develop programs, utilizing the wellness model, handle administrative requirements and assist each student to achieve appropriate personal, educational and developmental benefits from residence on campus.

A student who wishes to reside on campus or in College-owned or operated apartments must submit a Housing Application/Contract Card and a \$200 deposit to the Business Office. Space is assigned and housing is guaranteed according to a "first-come, first served" procedure based on the date your deposit is received. An early response may, therefore, assure the student of College housing.

Traditional Housing

Traditional Residence Halls

York College offers both single sex and co-ed facilities with long dormitory-style hallways. Each traditional hall houses between 120 and 170 people with 30-60 students

living on each floor. Students residing in traditional facilities are required to participate in the College meal plan.

Non-Traditional Housing

Suite-Style Residence Halls

These residence facilities are intended largely for sophomores and the more mature freshmen. Completed in 1981 and 1982, these five buildings feature suites of double- and triple-occupancy bedrooms arranged around a fully furnished living room. This concept combines the benefits of on-campus living with the more personal and independent environment uniquely suited to the academic interests of the more mature student. The meal plan is required.

College Apartments

Apartment living under the sponsorship of the College and the guidance of College staff is considered by many parents and students alike to be ideal for upperclassmen who will soon be living as independent adults. The added responsibilities required as a part of assignment to College apartments provide an important transition to real world life roles. The College meal plan is not required.

Facilities and Campus Accessibility

For information on York College's facilities that address campus accessibility, individuals should contact the Dean of Campus Operations, Rm. 118 in the Miller Administration Building (Ext. 1211).

Non-College Housing

Independent (non College-affiliated) rooms, apartments and houses are of interest to many students. Since decisions on housing are of a personal and subjective nature that we feel should be made by the individual, the Housing Office does not publish a listing of off-campus housing. Publishing a listing would imply that we sanction or approve off-campus facilities. The Housing Office does make available an off-campus housing guide to assist students in making good choices.

York College of Pennsylvania Housing and Residence Policy

York College aspires to address affirmatively the on-campus housing needs of full-time students in the context of greater demand for such accommodations than existing housing capacity. Priority for on-campus housing is granted to: 1) students who are less than six years beyond high school graduation and thus have the highest potential to benefit from the developmental features of residence hall programs; 2) students who are inexperienced in living away from their parent(s)/guardian(s) and need a structured living environment; and 3) students who are inexperienced in living independently in a non-campus setting and who need the support services provided for college housing facilities.

The College classifies those students who live in College-owned or sponsored facilities as RESIDENT STUDENTS, and those who are local residents and live at home

as COMMUTERS. A third classification is RESIDENT COMMUTER, a student who is not a local resident but lives in non-college housing, an apartment, or a room found through the student's own initiative or by way of a non-college housing file maintained by the Housing Office.

1. First-year through third-year full-time students of traditional college age (who have graduated from high school within four years) are required to live in YCP residence facilities or to commute from the home of a parent/guardian/relative for the initial three years of enrollment at York College of Pennsylvania. Sophomores (24+ credits completed) and juniors (48+ credits completed) may receive permission to reside off campus on an independent basis, if special circumstances warrant or require.
2. Eligible full-time students may live off-campus, with the authorization of the Office of Housing Services, in a dwelling unit which is not the domicile of a parent/guardian/relative if they:
 - a. are in academic good standing
 - b. provide written evidence that the dwelling unit they plan to occupy meets applicable municipal zoning and housing regulations
 - c. confirm in writing their understanding that York College of Pennsylvania does not warrant the suitability or safety of the off-campus dwelling unit they plan to occupy and that the student is responsible to ascertain that the unit is suitable, safe, and in compliance with applicable law.
3. Violations of the Housing Policy shall be adjudicated through College disciplinary channels.

We encourage all students to be aware of their rights and responsibilities regarding occupancy and safety. These ordinances vary according to the municipality in which the home/apartment is located. Check with the local borough or township office for ordinances that apply to that locality.

Information regarding available off-campus accommodations can be located through the following sources:

The York Dispatch (Evening Paper)

The York Daily Record (Morning Paper)

The Community Courier

Local real estate agencies—Rental Dept. (numbers available in the Yellow Pages under Real Estate)

Bulletin Board—various locations on campus.

SPRING ORIENTATION FOR INCOMING STUDENTS

Prospective students have the choice of attending one of the two spring orientation sessions. This session offers students an opportunity to consult with faculty, pre-register for classes, meet other students, and be introduced to YCP personnel, services, and facilities. All new students, including transfers, are requested to attend.

COUNSELING SERVICES

College is a time of unlimited opportunity and growth and college life brings with it many new challenges. Counseling Services is committed to the emotional wellness of students through individual/group counseling sessions; educational programming and consultation; crisis intervention; and specialized referrals.

Confidential counseling services are available to guide and support students as they take on difficult life challenges.

CAREER SERVICES

Individual career guidance is available to assist students with choosing a major, academic concerns, internships, resume preparation, job interviews and career planning. A variety of career development workshops and seminars are offered each semester; mock job interviews offer students the opportunity to practice interviewing skills.

An up-to-date Career Library functions as a resource center with the following services: FOCUS, a computer-assisted on-line career exploration system; job vacancy notices for full-time, part-time and summer employment, Career Weekly (a weekly publication listing employment openings, internship opportunities, and upcoming Career Services events), and local, regional and national information on job opportunities. A Career Contact Network of friendly alumni is also offered, as is a resource library describing study abroad opportunities, graduate programs, and professional school examination programs (GRE, GMAT, LSAT, etc.)

Credentials files are maintained and career planning services are offered for students and alumni registered with the center. Focus on Careers is an annual Job and Internship Fair with more than 50 exhibitors who provide job and internship opportunities, valuable career information and the opportunity to explore how students' academic majors relate to career options. Students are also advised of and encouraged to attend local and regional job and internship fairs co-sponsored by York College and other educational institutions.

SPIRITUAL LIFE/RELIGIOUS RESOURCES

The College retains the services of local chaplains for the purpose of providing students an additional means of counseling and a source of spiritual guidance on campus. The Chaplains' offices, located in the Brougher Campus Chapel and the Student Union, post day, evening, and weekend hours throughout the year, and are open to any student. The Campus Chapel serves as the center of worship for all faiths in the College community.

Interfaith programs and worship are planned and coordinated by the Council on Religious Activities, the religious organizations, and the chaplains in conjunction with the college's Religious Activities Coordinator. The council and religious staff work to foster an atmosphere on campus which will enhance an awareness of the spiritual dimensions of life.

EXPLORIENTATION

Explororientation is a comprehensive freshmen and transfer orientation program designed to guide new students to personal and academic success. Students will be introduced to campus life, have an opportunity to meet with their Orientation Leader, and learn information that will ease their transition to college life. Each student will participate in many activities ranging from academic sessions to social events. The program is designed to be a learning experience and a very enjoyable way to begin college. Explororientation is held in late August, prior to the start of classes.

PEER ADVISOR PROGRAM

In recognizing that new students have unique needs and concerns as they enter college, each incoming/transfer student at YCP is assigned an Orientation Leader upon arrival to campus. Orientation Leaders are upper-class students who volunteer their time to help answer your questions and make your transition to YCP as smooth as possible.

The general goal of the Peer Advising Program is to help students become quickly and effectively oriented to college life-including the new and exciting academic and social challenges that are a part of liberal arts education. As such, the program provides a network whereby students can communicate freely and confidentially with other students who have previously encountered the experiences of being a new student.

The Orientation staff is made up of student leaders who have been chosen through a selective process and who receive extensive training in the policies and systems of York College, the overall philosophies associated with a liberal arts education, and general helping techniques. The program is coordinated by the Director of Student Activities and Orientation.

If you are interested in becoming an Orientation Leader, please inquire at the Campus Programming Center, lower level Student Union, Room 121.

ALCOHOL AND DRUG POLICY AND PROGRAM

College years are a time of growth, experimentation and development. As such, use of alcohol and drugs poses certain serious, and at times, life-threatening problems. Students need to have an awareness about alcohol and drugs, college regulations, legal implications, and related issues.

The Law

Pennsylvania law prohibits the possession and consumption of alcoholic beverages by individuals under the age of 21. Pennsylvania law prohibits the sale of alcoholic beverages to anyone unless they have the proper license issued by the Pennsylvania Liquor Control Board. Pennsylvania and federal law prohibits the possession, manufacture, sale and distribution of illegal substances. Giving marijuana or another drug free of charge may be considered the same as sale or distribution. Possession of large amounts of drugs may be viewed as possession with intent to sell. Applicable legal sanctions may include loss or suspension of driver's license, fines and/or jail time.

YCP Policy

Believing that the use of alcoholic beverages is detrimental to the standards of group living and academic achievement, the College does not permit students the use or possession of such beverages on campus. Drinking of alcoholic beverages off campus is not encouraged and, if done, should comply with the previously stated law. Any student found using or selling illegal drugs may face suspension from the College and may also be referred to the civil authorities for prosecution.

Students found in violation of the above policies may be referred for appropriate campus assistance, counseling and educational programs as part of the disciplinary sanctions. Disciplinary sanctions may include probation, removal from residence facilities, and/or suspension from the College.

HEALTH SERVICES

The primary goal of the Health Center is to assist students and the College community in obtaining and maintaining optimal physical and mental well being.

All registered students are eligible to use the Health Center. Students are required to have an admission physical on file in the Health Center. The Health Center is open seven days a week.

FOOD SERVICES

Chartwells Incorporated and the manager of Food Services work closely with the Student Affairs Division to offer meals seven days a week which will be both enjoyable and economical to students. The manager welcomes constructive suggestions from students about the food services. Various special dinners are planned during the year and many campus organizations plan their program refreshments through food services.

All students living in traditional on-campus housing must purchase the College's full meal plan. A lounge with vending machines and coffee snack cart is located in Campbell Hall, a full-service a la carte snack bar is located in the Student Union, and a lunch plan and 75-block meal plan are available for commuters.

PUBLIC SAFETY

At York College one can feel the effects of a friendly and safe campus, although no college can offer a 100% guarantee of safety. The York College Public Safety Department offers twenty-four hour security coverage which provides the kind of environment that is stimulating, supportive, and free from unnecessary risks. A publication entitled "Campus Safety Statistics" summarizing all reported illegal misconduct occurring on campus is available upon request from the Public Safety and Admissions Departments.

MOTOR VEHICLES

Motor vehicles are permitted on campus or lots adjacent to campus for all students and must be registered with the College Operations Office. During registration,

resident students may purchase an annual bumper sticker which entitles them to park in specific designated areas. Students living off campus may obtain a commuter sticker which allows for parking in any area not designated for faculty, staff and visitors.

CAMPUS ACTIVITIES

A vital aspect of student life involves participation in campus activities, including Student Government, academic, social, and special interest organizations, and the many social, educational and recreational events which take place on campus. A diversified program of events is planned by students on the Campus Activities Board, working with the Director of Student Activities. Each semester features a wide range of activities such as comedians, musical performers, game shows, concerts, films, bus trips, lectures, and many other special events. In addition, academic departments frequently schedule special programs of general appeal. Department offerings have ranged from nationally-known poets to state officials and leaders from industry and community life.

The Student Union serves as the “family room” of the campus where, in an informal atmosphere, all the members of the campus community can gather to interact socially and intellectually outside the classroom. For some it also serves as a laboratory of citizenship, training students in social responsibility and leadership in community life. Programs offered at the Student Union provide cultural, social, and recreational activities designed to complement academic endeavors. All such programs are intended to encourage self-directed activity, giving maximum opportunity for self-realization and for growth in individual social competency and group effectiveness.

The Student Union facility includes lounges, study areas, meeting rooms, a snack bar and dining hall, bookstore and mailroom, a recreation room, student organization offices, and offices for Public Safety, Chaplains, the Student Senate, Student Activities, Residential Programs and Wellness, Counseling Services, Career Services, and radio station WVYC. The building is available for use by all members of the College Community, seven days per week, when the College is in session.

STUDENT ACTIVITIES AND ORGANIZATIONS

A well-rounded student is one who gets involved in co-curricular activities, in addition to academics. YCP offers a wide variety of activities to satisfy every taste. Escape and unwind with many of the seventy-plus clubs and organizations at YCP. Among these are sports, musical performing groups, the media and various publications, academic and honorary societies, religious and service organizations. There are several fraternities and sororities for those who would like to be involved in Greek life.

The Campus Activities Board (CAB) is a standing committee of the Student Senate and is comprised of elected Student Senators and appointed Student Association members. The committee works closely with the Student Activities Office/Campus Programming Center to bring exciting and innovative entertainment to York College students and the community. Campus Activities Board applications are available to any interested students in the CAB Office. They're interested in hearing suggestions for activities you would like to see on campus.

For a complete list of all of the opportunities available, check the YCP Student Handbook and Activities Calendar. The Campus Programming Center is located on the lower level of the Iosue Student Union.

ATHLETICS

York College's sports program is designed to supplement academic experiences by providing opportunities for all students to participate in or witness intercollegiate or intramural competitions. The program is consciously geared to student interests and needs. Care is exercised to avoid detracting from students' academic pursuits and to enhance overall achievement, by supplying outlets for physical and emotional expression.

Open Gymnasium Hours: The pool, gym and fitness center are available at no cost to students for free play at specified hours.

INTRAMURAL SPORTS

A wide variety of intramurals allows every student to engage in some organized sport without the pressure of intercollegiate competition. Men participate in flag football, volleyball, basketball, softball, soccer, tennis, badminton, and water polo. Women participate in volleyball, basketball, softball, tennis, flag football, badminton, swimming, and soccer. Coed competition is held in volleyball. Other activities are added when students express interest.

INTERCOLLEGIATE SPORTS

Programs are provided for students who are physically and psychologically equipped to participate in competitive sports with representatives from other colleges. Intercollegiate sports for men include baseball, basketball, golf, soccer, swimming, track and field, wrestling, lacrosse, tennis, and cross country. Women's intercollegiate program includes soccer, basketball, field hockey, tennis, track and field, cross country, volleyball, softball, and swimming.

Cheerleading is a student activity closely related to and supportive of the intercollegiate teams. The squad is comprised of twelve students. Squad vacancies are filled through open competition.

ORGANIZATIONS

STUDENT GOVERNMENT

The Student Senate, as a representative body, provides the means for:

1. responsible and effective student participation in the organization and control of student affairs,
2. taking action in the best interest of the student body and college community,
3. providing an official voice through which student opinion may be expressed,

4. fostering awareness of the student's position in the campus, local, state, national, and international communities.

Officers and student senators are elected by the students. Students are chosen by the Student Senate to participate on Faculty Senate committees. Members of the Student Senate invite interested students to participate in any Senate function. The Senate meets weekly, with three faculty and three administrative advisors. Meetings are open to any member of the student body.

SPECIAL INTEREST

Alpha Chi
 American Civil Liberties Union (ACLU)
 American College of Health Care Administrators (ACHCA)
 American Criminal Justice Association
 American Marketing Association
 Best Buddies Club
 Beta Beta Beta
 Biology Club
 Campus Activities Board
 Chemistry Society
 College Republican Club
 Environmental Conscience Organization (ECO)
 Gender Studies Group
 German Club
 Gladfelter Award
 Habitat for Humanity
 Hillel
 Hispanic Cultural Society
 History and Political Science Organization
 Ice Hockey Club
 International Students Club
 Inter-Varsity Christian Fellowship
 Judo Club
 MBA Association
 Men's Rugby Club
 Men's Volleyball Club
 Newman Club
 Past & Present - English Journal
 Phi Alpha Theta (History Honor Society)
 Phi Sigma Pi Honor Fraternity
 Pi Sigma Alpha (Political Science Honor Society)
 Pre-Law Society
 Pre-Medical Society
 Psychological Society

Recreation Society
Rhapsody
Rotoract
Sigma Iota Epsilon
Simulation Gaming Society
Ski and Outdoor Club
Society for Human Resource Management (SHRM)
Student Democratic Organization
Student Education Association (SEA)
Student Nurses Association of PA (SNAP)
Student Senate
Tae Kwon Do
Women's Lacrosse Club
Women's Rugby Club
The YCP Players
Unity Club
Vox

Musical Groups

The York College Chorale
The Wind Symphony
YCP Rhapsody (A Capella)
The Players
Music Theater & Co.
The Jazz Ensemble
The Symphony Orchestra
Small Ensembles

GREEK LIFE—FRATERNITIES AND SORORITIES

Alpha Sigma Tau (National Sorority)
Chi Gamma Iota (Veterans' Fraternity)
Delta Phi Epsilon (International Sorority)
Kappa Psi Epsilon (Fraternity)
Kappa Sigma Rho (Fraternity)
Omega Chi (Local Sorority)
Omega Theta Chi (Local Fraternity)
Phi Kappa Psi (National Fraternity)
Phi Mu (National Sorority)
Phi Sigma Sigma (National Sorority)
Sigma Delta Chi (Fraternity)
Sigma Delta Sigma (Sorority)
Sigma Chi Epsilon (Fraternity)

Sigma Pi (International Fraternity)
 Tau Kappa Epsilon (International Fraternity)
 Zeta Beta Tau (International Fraternity)

PUBLICATIONS/MEDIA

The Horizon *Senior Record*
 The Spartan *Newspaper*

CAMPUS RADIO

WVYC-Radio—WVYC FM 99.7 and AM 640

ALUMNI ASSOCIATION

The graduates of York College become members of the Alumni Association. The Alumni Association promotes the interests of the College and its 25,000 alumni by organizing programs for alumni and informing them of the progress and needs of their alma mater. The Association sponsors reunions, homecoming, and other events that bring alumni back to campus, and supports alumni chapters in locations where large numbers of alumni live. The Association publishes the Alumni Update newsletter three times a year, and contributes articles to other campus publications that keep alumni informed about the college community. Other programs for alumni include career-networking services, travel programs, and on-going access to campus facilities such as the gymnasium, fitness center, and the Schmidt Library.

The Alumni Association contributes to student life by underwriting projects that improve campus facilities, and sponsoring annual scholarships for more than twenty students. The Association also hosts several events for seniors each year, including commencement parties and social events that encourage class unity and inform students about their opportunities to remain involved with York College.

The Alumni Association Board of Directors consists of 24 members, and is the governing body of the Association. Any alumnus or alumna of York College of PA, York Junior College, the York Collegiate Institute, and the York County Academy is eligible to serve on the board, which meets five times a year.



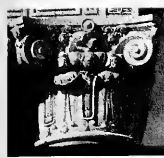
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ADMISSIONS AND FINANCES

ADMISSIONS POLICY

It is the policy of York College of Pennsylvania to grant admission to qualified applicants in accordance with the College's non-discrimination policy. An applicant who fulfills admission requirements is given every possible consideration given the capacity limits of our housing and classroom facilities.

York College endeavors to admit students whose records indicate that they possess the qualities needed to achieve academic success in the academic program they intend to pursue. York seeks students who are strongly motivated to excel in college, and who are prepared to accept and fulfill collegiate responsibilities.

Applicants for admission must have graduated from an approved secondary school or have earned a state equivalency diploma prior to their enrollment at York College. Applicants must present academic records and standardized test scores which the College believes demonstrate achievement and ability commensurate with curricular expectations.

York College reserves the right to deny acceptance if it is deemed necessary in the interests of public safety, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedom of others.

WHEN AND HOW TO APPLY

Applicants for admission should submit an application to the Office of Admissions early in their senior year. This form must be completed in its entirety and according to the printed instructions. The application fee of \$30.00 must accompany the application. This fee is non-refundable.

ACADEMIC PREPARATION

In general, the applicant's secondary school program should include a minimum of the following units: four in English; three in social studies; three in academic math (including Algebra I, Algebra II, Geometry); three in laboratory science; two in foreign languages. Admission decisions are based upon a formula which takes into account high school performance and SAT or ACT (optional writing test required) scores, as well as the personal character and qualities of the applicant. Minimum acceptable SAT or ACT score standards are established at the beginning of every academic year.

ADMISSIONS PROCEDURES

Students seeking admission to York College directly from secondary school should follow these recommended procedures:

1. Send a completed application to the Admissions Office.
2. Submit an official transcript of secondary school grades.
3. Take the Scholastic Assessment Test of the College Entrance Examination Board or the American College Test (optional writing test required) by January of the senior year. Information about the examination may be obtained from the high school guidance office.
4. Applicants whose native language is not English may be required to take the Test of English as a Foreign Language (TOEFL) or the SATII English Language Proficiency Test (ELPT).
5. All applicants are urged to visit the campus. While a personal interview is not part of the decision-making process, a meeting with an admissions counselor is encouraged and should be scheduled in advance of the visit.
6. Submit a health history and report of a physical examination prior to matriculation. Forms are supplied by the College.
7. Letters of recommendation are optional.
8. **Home schooling credentials.** In addition to the above, home schooling applicants must submit the following:
 - a. A syllabus for each course taken through home schooling.
 - b. The portfolio evaluation by the certified teacher.
 - c. Two letters of recommendation, excluding parents or other relatives.
 A high school diploma from a home schooling applicant must be issued by one of the following:
 - a. School district from which the student is affiliated.
 - b. An agency that has been approved by the state's Department of Education to issue high school diplomas.
 - c. A General Education Diploma (GED).

ACCEPTANCE

Notification

Committee action occurs and applicants are notified as soon as all credentials have been received and evaluated. All acceptances are granted on the condition of satisfactory completion of secondary school and appropriate notice to the College of such completion. Acceptance into music, music education, fine art, and graphic design are conditional pending the successful completion of a music audition or portfolio review.

Deferred Acceptance

An accepted applicant may defer the acceptance for one academic year pending good academic standing at any previous colleges attended.

Acceptance Deposit

Applicants for both the fall and spring semesters are encouraged to pay the registration deposit as soon as possible. Because admission to York College for the fall semester is on a rolling basis and both resident and commuter openings for fall fill quickly, we recommend that your deposit be received by April 15th. Deposits received after April 15 will be accepted contingent upon space availability. Deposits for the fall semester

are refundable only if written notification to the Admissions Office is postmarked by April 15. Refunds requests by fax or e-mail are not acceptable. Deposits received after April 15 are not refundable. Deposits for the spring semester are not refundable.

Housing

There are three general housing classifications for York College students:

1. The Resident Student lives in any of the College owned or affiliated facilities. A Housing Application/Contract and detailed housing information are forwarded with each acceptance letter. Housing is reserved as the Application/Contract card and appropriate deposit are received.
2. The Commuter is a local resident of the York County area who continues to live at home while attending the College.
3. The Resident Commuter is a student who lives away from home in independent (non-College-affiliated) housing. Students living off-campus must register with the Residence Life Office.

Early Admission Plan

In an effort to provide an opportunity for exceptionally well-qualified high school students to accelerate their studies, York College offers a program through which carefully selected students may be admitted to the College upon completion of the junior year of high school. Students enrolled in this program are admitted as freshmen and, upon successful completion of the freshman year, are granted a high school diploma by their high school, as well as the college credits earned.

Applicants must have the approval of their parents, the high school principal, and be recommended by their guidance counselor, in addition to having a combined SAT I score of 1150 and a 3.00 cumulative high school grade point average. A personal interview is required to assess the applicant's level of maturity.

ADMISSION OF INTERNATIONAL STUDENTS

York College welcomes applications from international students. In addition to fulfilling the requirements stated under Admissions procedures, international students must submit satisfactory scores from the Test of English as a Foreign Language (applicants whose native language is English are exempt). A statement must be submitted which is certified by a U.S. Embassy or bank that sufficient funds exist and will be released from the country to cover all educational and living expenses while attending York College. This information is required prior to issuance of an I-20 AB Form by the designated school official. International students must apply for admission and have all credentials forwarded by April 1 for the fall semester and by September 1 for the spring semester.

COURSES FOR HIGH SCHOOL STUDENTS

Capable high school juniors and seniors are encouraged to take some college (credit) courses during their last two years in high school. The experience exposes them to a

college environment, while they retain important high school social interactions. To be eligible to take such courses, high school students must obtain a letter of recommendation from their guidance counselor, have earned a 3.0 GPA, and have achieved a minimum of 1150 on the combined SAT.

ADMISSION OF TRANSFER STUDENTS

Transfer students from regionally accredited two- and four-year institutions are welcomed. A minimum grade point average of 2.0 is required. Some majors may require a higher grade point average. A maximum of 75 semester hours will be accepted in transfer from two-year colleges, and students must complete a minimum of 30 credit hours at York College to be eligible to earn a degree.

Students who are transferring from other institutions offering college level work must:

1. Submit an application form and the \$30.00 application fee. This fee is non-refundable.
2. Furnish an official transcript of college work previously taken. An official transcript of all previous work is required whether a student has earned transfer credit or not, or whether a student wants transfer credit or not. Credit may be given for most transfer courses in which the applicant has earned "C" or higher.
3. A student in academic difficulty at another institution who desires admission to York College as a full-time student is not eligible to apply until they have taken at least nine to twelve credits of coursework at York College or any other accredited institution, and have earned at least a "C" in each course taken.
4. A candidate for a second degree or a second major from York College must complete the requirements for the major plus any additional support courses the department might require. All general education courses are waived.
5. Graduation with honors will be based on the cumulative grade point average earned including transfer credits.
6. Transfer students are eligible for financial aid at the time of admission.

In the case of the nursing program students, all records of transfer students must be reviewed by the Scholastic Standards Committee of the Department of Nursing prior to admission to the first clinical nursing care course. The earliest review date for Fall admission is June 15th. Refer to admissions criteria for Department of Nursing.

York College Transfer Credit Policy

Students who have completed courses at other regionally accredited colleges are welcome to apply to receive transfer credit at York College. In accordance with AACRAO (American Association of Collegiate Registrar and Admissions Officers) guidelines, transfer credits will be awarded to provide advanced standing to transfer students for courses in which a C or better grade is earned, and which are comparable and appropriate to the academic programs and general education requirements of York College.

Transfer Policies

Students who have completed courses at other regionally accredited colleges are welcome to apply to receive transfer credit at York College. In accordance with AACRAO (American Association of Collegiate Registrar and Admissions Officers) guidelines, transfer credits will be awarded to provide advanced standing to transfer students for courses in which a "C" or better grade is earned, and which are comparable and appropriate to the academic programs and general education requirements of York College. Colleges may vary in the number of transfer courses that are applied to satisfy degree requirements.

Transfer students must have a minimum of a 2.0 GPA. The Nursing and Elementary Education majors require a higher grade point average. A maximum of 75 credits will be accepted in transfer from two-year colleges. Transfer students admitted to the college with an associate's degree from another institution must satisfy all York College general education requirements not completed as transfer credit. Students must complete a minimum of 30 credit hours in residence at York College to be eligible for a degree.

York College awards credit but no quality points for transfer work. Transfer grades are not computed into the cumulative grade point average except in the calculation of graduation honors.

Transfer credit will be awarded for courses where the student has earned at least a "C" or better grade. Grades of "D", "F", "W", "Inc", "Au" or "In Progress" will not transfer. Continuing education units (CEU's) will not transfer.

Technical courses will not transfer to York College. Examples include agriculture, electronics, drafting, dental hygiene, hotel management, paralegal, EMT, etc.

Remedial courses do not transfer. Typically they are numbered from 000 to 099 and include English, math, reading, and study skills courses.

Freshmen orientation or freshmen seminar courses from other institutions will not transfer to York College.

Students transferring with a Bachelor's degree from another institution will not receive a course-by-course evaluation. Students should contact the academic department of their major for determination of courses needed to complete their degree at York College.

If the Advanced Placement and/or CLEP credits are listed on another colleges' transcript for credit, we require an official copy of the score reports for York College to evaluate.

The World Education Services must evaluate credentials from foreign universities. Forms are available in the Admissions Office.

Credit Validation

York College carefully evaluates transfer credits from colleges which have not achieved regional accreditation status. In cases where a college has applied for and achieved official candidate institution status, credit appropriate to the degree programs of York College will be awarded following the successful completion of a full time (12 credits minimum) semester at York College. For students applying to York College

with credits from non-regionally accredited and non-candidate institutions, the College will offer credit for those appropriate experiences which can be validated by York College challenge examinations or through standardized external testing, (e.g. CLEP, ACT/PEP, etc.). In view of the College's special mission seeking to address the higher education aspirations of members of the York County community, applicants from non-regionally accredited institutions in York County may apply for special credit validation testing or portfolio review. Special arrangements and the fees for such review will be arranged with the cooperation of the sending institution.

Upon admission to York College, applicants from non-regionally accredited and non-candidate institutions may request a review of their transcript for credit validation purposes. The advising staff will evaluate the nature of the credits earned at the sending institution and make recommendations regarding the appropriate credit validation procedures for each student.

Standardized external testing using the Collegiate Level Examination Program will be used whenever possible to validate credit. The Registrar's Office or the Adult Learner Center will provide the student with information regarding CLEP registration, fees, and test schedules. Internal credit evaluation will be arranged through the York College Credit by Examination Program (CEP) for those courses or educational experiences which cannot be validated through CLEP examinations. The application materials for these examinations are available in each department office and qualified students who wish to validate their credits in this way will be referred to the appropriate department chairperson. Fees for York College credit by examinations will be waived for applicants from non-accredited institutions in York County who use these exams to validate previous educational experiences.

ADMISSION OF VETERANS

Any veteran seeking matriculation to York College of Pennsylvania should submit an application to the Admissions Office. Those veterans who are eligible for educational assistance under any of the current GI Bills, as administered by the Department of Veterans Affairs, MUST notify the Director of Records to initiate their educational benefits and to ensure that all necessary forms and certificates have been submitted. Re-certification will be required for each subsequent enrollment period. Veterans who may qualify for advanced standing credit should submit all previous college transcripts and training records to the Admissions Office for evaluation.

A veteran who is eligible for educational assistance benefits may enroll as a non-matriculated student for a maximum of two enrollment periods and still utilize those benefits. Any questions or concerns relative to Veterans Educational Benefits should be directed to the Office of the Director of Records.

PREMEDICAL SCHOLARS/HERSHEY MEDICAL SCHOOL EARLY ADMISSION PROGRAM

Premedical Scholars participate in a series of pre-professional development experiences including Family Practice Grand Rounds at York Hospital made possible by the close coordination of York College and York Hospital teaching and research programs.

Participants in the Premedical Scholars Program are assured admission to the Pennsylvania State College of Medicine at Hershey upon graduation from York College, contingent upon their academic performance at York College, satisfactory interviews, and a competitive Medical College Admission Test (MCAT) score. Eligible candidates must achieve a combined SAT score of 1310 or higher, an outstanding secondary school record including strong letters of recommendation, and selection by the York College Premedical Scholars Admissions Committee.

York College of Pennsylvania, York Hospital, and the Pennsylvania State University College of Medicine at the Hershey Medical Center cooperatively offer this special early admissions program for exceptionally accomplished high school seniors who maintain high scholarly achievement in college and show a continuing commitment to medicine. Participants must maintain a 3.6 or higher grade point average in science (Biology, Chemistry, and Physics) and mathematics classes with an overall minimum GPA of 3.5 while at York College. Premedical Scholars are interviewed by The Committee for the Health Professionals of York College and, if qualified, are referred to Pennsylvania State University College of Medicine at Hershey for further interviews following the sophomore year. Premedical Scholars recommended for early admission interviews at the Pennsylvania State University College of Medicine at the Hershey Medical Center are eligible for the Pennsylvania State College of Medicine Early Assurance of Admission Program. Preference may be given to Pennsylvania residents, due to the funding structure of the Pennsylvania State College of Medicine.

MATRICULATION

Matriculation is the process that begins when a student applies to the College in a degree program and is admitted as a student in that curriculum. Students retain their matriculation as long as they enroll in and complete at least one course in the initial semester of admission.

As a student works toward completing his or her degree requirements, he or she is permitted to miss one (1) semester of attendance without losing matriculation status. If a student misses a second consecutive semester, he or she loses matriculation status and must then obtain and file a readmission application with the Admissions Office and be formally readmitted to the College.

A readmitted student's degree requirements will then be determined by the date of his or her first matriculation. Specifically, readmitted students who have not taken courses at York College during the previous seven years will complete the degree requirements that are currently in effect; all other readmitted students will complete the curriculum as published at the time of their last matriculation.

All qualified students must matriculate prior to completing 24 credit hours of course work. All students must achieve a minimum grade point average of 2.0 to be eligible for matriculation. Some majors may require a higher grade point average. There are many benefits to matriculation, including eligibility to apply for financial aid and the assignment of a faculty advisor from the student's curriculum.

It is important to realize that all students must have matriculated not later than the semester prior to the one in which they plan to graduate. Those students who wish

to matriculate may do so by securing an admissions application from the Admissions Office, completing the application and returning it to that office.

Provisional Non-Matriculated Student Status: All non-matriculated students must maintain a minimum 2.0 grade point average after completing fifteen (15) credit hours of course work at York College in order to be eligible for continued enrollment in courses.

FINANCIAL INFORMATION

TUITION

Tuition and fees are payable before the beginning of each semester. Payment or arrangement for payment must be made before a student may enter class. No reduction in tuition or fees is made for late registration.

Students who do not meet their financial commitments will not be permitted to schedule classes for the following semester. Grades and official transcripts will not be released until all obligations have been satisfied.

Following are examples of estimated costs for the 2005-06 semesters. The College reserves the right to change fees and charges without notice; however, College policy mandates moderate changes with reasonable advance notice of such changes. In addition to the cost below, a student will incur expenses for books, supplies, certain special fees, and personal needs.

Typical Tuition and Fees for Full-time Students (12 to 18 credits)

	Resident		Commuter	
	<i>Semester</i>	<i>Year</i>	<i>Semester</i>	<i>Year</i>
Tuition	\$4675.00	\$9350.00	\$4675.00	\$9350.00
General/Technology Fee	291.00	582.00	291.00	582.00
Student Senate Fee	59.00	118.00	59.00	118.00
Room (<i>freshman housing</i>)	1812.50	3625.00	—	—
Board (<i>full meal plan</i>)	1437.50	2875.00	—	—
Total	\$8275.00	\$16,550.00	\$5025.00	\$10050.00

Tuition: Over 18 credits is at the per credit hour charge of \$285.00

General/Technology Fee: Entitles the student to free admission to all home athletic contests, concerts and lectures, library services, use of the computer labs, internet access, e-mail addresses, the student union, scheduling, and advising services for all students. Full-time students are also entitled to College health services.

Student Senate Fee: This fee is assessed by the Student Senate and collected by the College for the Student Senate.

Room: Fees for residence halls range from \$1812.50 to \$2400.00 depending on the style of housing. Both traditional and apartment styles are available. There are a few single rooms available for an additional fee depending on location. Students residing in traditional dormitories are required to participate in the board arrangements made by the College.

Board: This includes a full meal plan that consists of 19 meals per week. There are also other meal plans offered to those students who live in apartment-style housing or who commute.

Billing Dates (2005–2006)

Fall Semester:

Billing Date: June 20, 2005

Payment Due Date: July 14, 2005

A \$25 LATE PAYMENT FEE APPLIES AFTER DUE DATE.

Typical Tuition and Fees for Part-time Students (less than a total of 12 credits per semester)

Tuition per credit hour	\$285.00
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General/Technology Fee (part-time)	\$147.00
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SPECIAL FEES

Application Fee (new students only)	\$ 30.00
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Applied Music

Private Instruction Music fees in voice, piano, organ or instrument are assessed each semester. Once the student has enrolled and schedules a lesson time, the applied music fee will not be refunded for any reason.

1/2 hour lesson per week	\$265.00
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Two 1/2-hour lessons or one 1-hour lesson per week	\$530.00
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Audit Fee—per credit hour	15% of tuition
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Auditing will not be permitted in laboratory studies or non-credit courses.

Chemistry Laboratory Breakage Fee Card	\$ 20.00
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Students will be responsible for payment for lost or carelessly broken equipment. Any unused portion of the card may be refunded at the end of the semester provided the instructor endorses the card.

Chemistry Plant Fee	\$ 25.00
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Credit by Examination (per course)	\$100.00
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Engineering Majors and Engineering Management Majors

There will be an additional tuition charge based on the total number of credits enrolled.

0.5 to 5.5 credits	\$183.00
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6 to 11.5 credits	\$367.00
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12 or more credits	\$500.00
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Graduation Application Fee (degree fee)	\$ 60.00
December Graduation—September 15	
May Graduation—February 5	
August Graduation—July 15	
Additional Late fee after due date	\$ 10.00
Laboratory Fees (course fee)	\$ 15.00
Fees charged for certain courses (ex. Art, Language, and Science).	
A listing of these courses will be available at the beginning of each semester.	
Late Payment Fee for Semester Billing	\$ 25.00
Late Registration (effective 1st day of semester)	
Full-time students	\$ 25.00
Part-time students	\$ 15.00
Mass Communications Fee (per credit hour)	\$ 30.00
Nursing and Respiratory Therapy Majors	
There will be an additional tuition charge (per credit hour) for courses.	\$ 53.00
Returned Check Charge	\$ 25.00
Student Teaching	\$230.00
Study Abroad Fee (for all students studying abroad)	\$100.00

Course fees associated with certain courses are not listed but may be passed on to students enrolled in these classes. (ex: Malpractice liability insurance, marine biology, field trips, etc.)

TUITION REFUND POLICY

Tuition deposits of \$100 are non-refundable.

WITHDRAWALS prior to the first day of the semester will receive a 100% refund of tuition and fees as charged. The deposit is not refundable.

TOTAL WITHDRAWALS beginning on the first day of the semester will receive a pro-rata refund of tuition, fees, room, and board. The daily pro-ration will be calculated by dividing the number of days attended (date of withdrawal) by the total number of days in the semester, including weekends and breaks unless the period exceeds five (5) days. Refunds will be processed until the percentage reaches 60% completion, at which time there will be no further refunds.

DROPPED CLASSES between 12 and 18 credits (full-time status) will not result in a refund. A pro-rata refund will be calculated for credits dropped over 18. Tuition will be refunded using the daily pro-ration for the number of credits dropped.

Failure to attend class, merely giving notice to instructors, or telephoning, will not be considered as an official withdrawal.

In the absence of an official withdrawal, the student will be responsible for all tuition charges and fees, and will receive a failing grade for all scheduled courses. To withdraw

from all coursework, a FULL-TIME student must meet with the Dean of Student Affairs to obtain an official withdrawal form and further instructions. To totally withdraw, a PART-TIME student must obtain and complete a "Change of Student Record" form through the Records Office or Adult Learner Center or Hanover Center.

This refund policy meets the U.S. Department of Education's regulation of a "fair and equitable" refund policy. All refund credits to students receiving Title IV federal aid will be in compliance with current or amended regulations.

DEPOSITS

New Students

Applicants for both the fall and spring semesters are encouraged to pay the registration deposit as soon as possible. Admission to York College for the fall semester is on a rolling basis and both resident and commuter openings for fall fill quickly, we recommend that your deposit be received by April 15. Deposits received after April 15 will be accepted contingent upon space availability. Deposits for the Fall semester are refundable only if written notification to the Admissions Office is post-marked by April 15. Refund requests by fax or e-mail are not acceptable. Deposits received after April 15 are not refundable. Deposits for the spring semester are not refundable.

Returning Students

Deposits signify a student's intention to return to York College in the succeeding semester and are required to be paid before scheduling classes. Returning students who commute pay \$100 and resident students pay \$200 (\$100 for tuition and \$100 for housing). The deposit for returning students will be refunded under the following conditions:

- a. If a student is academically suspended from the College
- b. If a student is refused final admission
- c. A student requests in writing the return of the deposit before May 1 for Summer, before July 15 for Fall, and before December 15 for Spring.

DEFERRED PAYMENT PLAN

Information regarding the payment plan will be mailed directly to students from the agency.

Higher Education Services, Inc. (HES)

An installment payment plan administered by Higher Education Services, Inc. (HES), Harrisburg, PA, enables parents and students to make regularly scheduled installment payments and allows them to budget college costs. Free Life Benefit Coverage is provided. All or a portion of tuition, room, board and fees are paid in ten (10) regularly scheduled payments without interest or carrying charges. The annual cost is \$45, and must be started before August 1.

SATISFACTORY ACADEMIC PROGRESS

Undergraduate students enrolled for twelve (12) credits are considered to be full-time. Six (6) to eight (8) credits are considered half-time. Nine (9) to eleven (11) credits are considered to be three-quarter time.

The following will govern the monitoring of undergraduate students for Satisfactory Academic Progress for Title IV financial assistance.

Good Standing

1. To be in good standing, each student must meet the standards for Qualitative Progress as measured by cumulative Grade Point Average (GPA) and Quantitative Progress as measured by cumulative credits earned.
 - a. To be in good standing on a QUALITATIVE basis, the following progress must be maintained:
 - Upon completion of 12 credits 1.6 GPA
 - Upon completion of 24 credits 1.7 GPA
 - Upon completion of 36 credits 1.85 GPA
 - Upon completion of 48 or more credits 2.0 GPA
2. To be in good standing on a QUANTITATIVE basis, a student must have passed at least 67% of the cumulative number of registered credits at YCP.
 - a. "Registered credits" are the number of credits for which a student is enrolled at the end of the Drop/Add period (for a student who was originally registered and charged at full-time status, and who reduced during Drop/Add to part-time status), the registered credits will be calculated as twelve (12).
3. To determine academic progress, a student's cumulative academic record will be reviewed at the end of each academic year. (This policy applies to both full-time and part-time students.)

A student who does not satisfy either QUANTITATIVE or QUALITATIVE standards will be placed on financial aid probation. The status of a student on financial aid probation will be reviewed each semester (fall, spring, summer) to determine if the probation may be lifted.

A student who is placed on financial aid probation may be continued on probation for the next two semesters for which the student is enrolled at YCP. (Summer and fall or fall and spring or spring and summer.) A student on financial aid probation who does not return to Good Academic Standing within two semesters (see item above) will have all financial aid terminated.

A student may qualify for reinstatement by enrolling in summer sessions or fall or spring semesters (without financial aid) and raising the quantitative and/or qualitative record(s) to the required standard. (See "Good Standing" above.) By formal appeal through the Office of the Dean of Administrative Services, an extension of one semester is granted in exceptional and extenuating circumstances.

All students must complete their degree program within an established time frame. Since enrollment status may vary from semester to semester, the time frame is measured in terms of credits attempted at York College.

Federal Financial Assistance will terminate at the end of the following time frames:

1. It is expected that the bachelors degree will be earned at the point of having 186 Registered Credits. Since 67% of the registered credits must be passed to maintain satisfactory progress, 124 credits (the number required for graduation) would be earned at the point of having 186 registered credits.
 - a. Exceptions are:
 1. Mechanical Engineering (142 cr.) 213 credits
 2. Clinical Laboratory Science (129 cr.) 193 credits
 3. Nuclear Medicine (129 cr.) 193 credits
 4. Nursing (132 cr.) 192 credits
 5. Secondary Education
 - Biology (139 cr.) 207 credits
 - Citizenship (126 cr.) 189 credits
 - General Science (125 cr.) 187 credits
 - Mathematics (127 cr.) 190 credits
 - Social Sciences (132 cr.) 198 credits
 - Computer Science (126 cr.) 189 credits
 - Elementary Education (128 cr.) 192 credits
 - Elementary/Special Education (160 cr.) 240 credits
 - Engineering Management (131 cr.) 196 credits
 - Graphic Design (126 cr.) 189 credits
 - General Music Education (138 cr.) 207 credits
 - Sport Management (125 cr.) 187 credits
2. Associate Degree candidates should have earned the degree at point of having 84 registered credits.

If a student feels he or she has extenuating circumstances, the student should request the Director of Financial Aid to review his or her circumstances. In the event the student is not satisfied with the review decision, he or she may appeal in writing to the Dean of Administrative Services.

A student on academic suspension is not eligible for any type of aid.

Incomplete courses are counted as courses taken but will not count toward progress unless satisfactorily completed within two months of the end of the marking period.

Withdrawn courses are counted as courses taken but do not count toward progress.

A repeated course does not count toward progress (it is not a new course).

Non-credit and Audit courses are not counted as courses taken toward progress.

This policy is subject to change due to modifications in institutional and/or governmental regulations. Updated policy statements are available at the Financial Aid Office.

GRANTS

Federal Pell Grants

A Federal program which provides grants of up to \$4050 to students showing a financial need. Application is made directly to the government.

Pennsylvania Higher Education Grant Program

York College of Pennsylvania is a participating institution in the Pennsylvania Higher Education Grant Program. All students applying for institutional financial aid must apply for these funds if they are Pennsylvania residents. Each year application deadlines are announced by the Agency. Award amounts are limited to 80% of the cost of tuition, but may not exceed \$3300 per year. Students are eligible for up to 8 semesters of grant eligibility (in a four-year program). Students must maintain academic progress (progression from one academic level to the next academic level each year). Students should contact their high school Guidance Office, the Financial Aid Office at the school they are, or will be, attending, or PHEAA, Harrisburg, PA 17102 for further information.

Federal Supplemental Educational Opportunity Grants

York College of Pennsylvania awards Federal Supplemental Educational Opportunity Grants to a limited number of students with exceptional financial need who require these grants to attend college. This program was authorized by the Higher Education Act of 1965 and began its first year of operation in the fall of 1966.

The amount of financial assistance students may receive depends on their need.

FEDERAL COLLEGE WORK-STUDY PROGRAM

This program was established by the Economic Opportunity Act of 1964 and was transferred to the United States Office of Education by the Higher Education Act of 1965.

Under the Work-Study Program, full-time students are assigned responsibilities for the full academic year. Students may be employed up to 10 hours per week.

Work-Study has been of particular interest to many students and has become one of the most attractive ways to help in the payment of college expenses. If the assignment to a Work-Study Program should not sufficiently meet the financial needs of a student to attend York College, a "package of aid" (consisting of a combination of work, loan or scholarship) may be awarded in order not to place an undue hardship upon the student or his family.

INSTITUTIONAL SCHOLARSHIPS

York College students benefit from over 210 institutional scholarships, most of which come from endowed funds. These scholarships have been established through gifts to York College from alumni, private individuals, corporations, organizations, and foundations.

Some fund guidelines stipulate that preference be given to students who major in particular disciplines, native of certain regions, dependents of employees of sponsoring companies, or qualified recipients in terms of other criteria. Most are available to new and returning matriculated full-time students, and are renewed in subsequent years, contingent upon satisfactory academic progress. Some are available to part-time students.

In order to be considered for institutional scholarships, a student must first submit a properly completed "York College Financial Aid Application" to the Financial Aid Office within established deadlines. Application forms and details about specific institutional scholarships and deadlines are available from the Financial Aid Office.

Scholarships from which York College students currently benefit include:

Trustee Scholarship

A competitive scholarship of full tuition per year for ten entering first-time, full-time freshmen who graduated in the top one-fifth of their high school class and attained a combined critical reading and math SAT score of 1210 or higher with a minimum score of 540 on the math and critical reading sections or a composite ACT score of 29 (optional writing test required) with a minimum score of 24 on the math and English sections. Invitation to spring scholarship competition sent to those students who meet eligibility requirements. This scholarship will cover the difference between full tuition and government aid or other scholarships. Priority given to candidates who submit completed applications, transcripts, and all required supporting documentation by January 1.

Scholarships will be renewed for up to four years for students who maintain a minimum grade point average of 3.25. One-half of the scholarship will be awarded annually to those maintaining a grade point average of 3.00 to 3.24.

Valedictorian and Salutatorian Scholarship

A one-half tuition scholarship per year for entering first-time, full-time freshmen who were valedictorians or salutatorians of their high schools and have a combined critical reading and math SAT score of 1150 or higher with a minimum score of 540 on the math and critical reading sections or a composite ACT score of 26 (optional writing test required) with a minimum score of 24 on the math and English sections.

A minimum grade point average of 3.25 is required to renew the scholarship each year for up to four years. One-half of the scholarship will be awarded annually to those maintaining a grade point average of 3.00 to 3.24.

Dean's Academic Scholarship

A scholarship of one-third tuition per year for one hundred fifty (150) entering first-time, full-time freshmen who have graduated in the upper two-fifths of their high school class and have a combined critical reading and math SAT score of 1150 or higher with a minimum score of 540 on the math and critical reading sections or a composite ACT score of 26 (optional writing test required) with a minimum score of 24 on the math and English sections.

For those graduating from a high school which does not rank students, the Admissions Office will determine eligibility based on academic record. A minimum grade point average of 3.25 is required to renew the scholarship each year for up to four years. One-half of the scholarship will be awarded annually to those maintaining a grade point average of 3.00 to 3.24. Priority given to candidates who submit completed applications, transcripts, and all required supporting documentation by January 1.



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ACADEMIC AFFAIRS INFORMATION

INTRODUCTION

For students pursuing a program of study at York College, the college catalog is the official guide to the academic standards, policies, and procedures of the institution. It provides essential information and should be used regularly in working with the student's academic advisor.

The information contained in this catalog applies to individuals entering York College of Pennsylvania in the academic years for which the general catalog is dated. Revisions to the published information may be made during those academic years. The material in the Academic Affairs section clarifies the academic standards, policies, and procedures in effect at the time of publication. Students are reminded of their obligation to comply with these institutional standards. Admission to and attendance at the college are conditional upon compliance with these regulations. Additional information regarding academic matters is available through the Academic Affairs Office, the Advising Office, the Registrar's Office, and the Records Office.

Students are required to complete the program of study as outlined in the catalog in effect at the time of their admission to that program of study.

GETTING STARTED

ACADEMIC ADVISING AND STUDENT RESPONSIBILITY

Academic Advising is an essential process in the college setting. Upon entering York College every matriculated student is assigned an academic advisor who, through experience, professional background and example, is qualified to assist the student in planning the coursework of the program of study, in developing strategies for academic success, and in providing guidance and information in preparation for the student's career and life goals.

Academic advisors are available to meet with their advisees during their regularly scheduled office hours when the college is in session in the fall and spring semesters or by appointment at other times. In addition, other academic support services are offered through the offices of Academic Affairs, Advising, the Registrar, Records, the Adult Learner Center, the Advising Center, Career Services Center, Counseling Services, and the Learning Resource Center.

While academic advising assists students in their academic planning, it is ultimately the student's responsibility to meet the academic requirements for graduation. Each student is expected to meet regularly with his or her advisor to discuss the development and implementation of a plan of short and long-term academic goals. The final responsibility in meeting graduation requirements, however, rests with the student.

COURSE SCHEDULING/REGISTRATION

A schedule of classes for each semester is provided along with a rotation timetable for course registration. Matriculated students register either through the online YCP Web using an access code for enrollment in the official records of the College.

Newly admitted students for the fall semester are invited to an orientation program in late spring. At this time, new students will receive a schedule of classes for their first semester, meet with an academic advisor, and receive an overview of college procedures. New students who are not able to attend the orientation will be scheduled by mail through the Registrar's Office during the summer.

Students who schedule classes and pay their tuition bills prior to the Business Office's payment deadline will be automatically registered for the semester and placed on the instructors' class rosters.

CREDIT LOAD

While the regular full tuition permits a student to carry up to 18 credit hours each semester, most students will carry a 15 credit hour load plus physical education. Students with a 3.0 cumulative G.P.A. may register for up to 21 credit hours per semester upon payment of the appropriate additional fees.

Anyone enrolled in more than 18 credits as of the last day to add a class will be billed for those additional credits whether or not the student drops below 19 credits at a future time during the semester. Withdrawal from a course will have no bearing on the student's financial obligation to the College.

Part-Time students may register for a maximum of 11.5 credits per semester.

Full-Time students must register for 12 or more credits per semester.

ADVANCED PLACEMENT AND CLEP

Advanced placement and college credit may be granted to entering students who perform satisfactorily on the College Board Advanced Placement Examinations, the College Level Examination Program (CLEP), American College Testing/PEP examination, or other proficiency tests that have been approved by the Dean of Academic Affairs and the chair of the department. Similarly, a student who has matriculated and based on previous experience, training, and background believes that he or she has sufficient knowledge to pass a course by examination may, upon petition to the appropriate department chair, be given a suitable examination for the course desired.

The following regulations apply to students who earn credit and/or advanced standing:

1. The department chair or the student may initiate procedures resulting in credit or advanced standing for a course.
2. College credit will be granted to entering freshmen who earn scores of 3, 4, or 5 on the individual subject tests of the College Board Advanced Placement Examinations.

3. Credit will be granted on CLEP examinations on the basis of the York College of Pennsylvania CLEP Equivalency report available at the Registrar's Office and the Adult Learner Center. No more than six (6) credits shall be granted for any one of the tests. To obtain credit the student must score above 50 in each test and meet any other requirements specified on the Equivalency report or by the college. Further information can be obtained at the Registrar's Office or the Adult Learner Center.
4. Courses for which credit and/or advanced placement has been granted will be noted on the permanent record and will represent credit for, or a waiver of, a specific course, whichever is appropriate.
5. The maximum number of credits which any one person may earn by advanced placement and/or credit by examination is 60 for the Baccalaureate Degree and 30 for the Associate's Degree. CLEP examinations may not be scheduled within the final 30-credit residency period.
6. The department chair and Dean of Academic Affairs will determine what is a satisfactory score on performance tests used by the College other than the College Board Advanced Placement Examinations, College Level Examination Program, and the American College Testing/PEP examinations.
7. A student wishing to receive credit for previous life experiences will need to present a portfolio of experiences in writing to the Academic Dean's Office. The portfolio will then be forwarded to the appropriate department(s) for review and evaluation.

COURSE PLACEMENT

Course placement procedures are utilized in mathematics, foreign language, music, and other disciplines to ensure that students have a positive and appropriate learning experience. Initial placement in such courses may be based on high school records, SAT scores, or college administered test results. Students who believe that they have been incorrectly placed based on these measures should contact the department chair to discuss their concerns.

Students whose proficiency in foreign language, music, etc. qualifies them for placement at advanced levels of study may not receive credit for courses below the level in which they have been placed.

THE LEARNING RESOURCE CENTER

For students encountering academic problems with a particular assignment or project, individual and/or small group tutorial assistance beyond the classroom is available in the Learning Resource Center in Room 112 of the Wolf Academic Center (lower level of Wolf Gymnasium). The center is open more than 60 hours a week; specific times are publicized and posted at the beginning of each semester, with limited hours in the summer.

The Learning Resource Center offers tutorial assistance to students in writing and mathematics. In addition, the Center coordinates supplemental instruction in certain

disciplines as requested by classroom instructors, and offers a full range of study skills assistance for students. Students seeking assistance should contact the center to schedule an appointment with a member of the professional tutorial staff. Academic tutoring in other courses is also available, and students may contact the Center for a list of qualified upperclassmen willing to work with students.

PREMEDICAL/PRE-PROFESSIONAL ADVISING

For students seeking a career in medicine, dentistry, optometry or other health professions, The Committee for the Health Professions provides information and advising relative to program requirements and admissions procedures and standards. The Committee can provide assistance to students regarding MCATs and DAT Exams as well as school information and application process. Interested students should contact the Department of Biological Sciences for referral to a member of the committee.

PRELAW ADVISING

Students seeking admission to law school following graduation and/or information and guidance regarding the LSAT or admission procedures to law school may contact the Prelaw Advisory Committee for special support and academic assistance. Interested students should contact the Director of Career Services for referral to a member of the committee.

STUDENTS WITH DISABILITIES

York College will not discriminate against any qualified student with a disability or handicap in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The College will reasonably accommodate the needs of students with a handicap or disability provided such accommodation does not constitute a fundamental alteration of the school's program of education or otherwise constitute an undue burden. York College is dedicated to serving the needs of its students regardless of handicap or disability by providing a quality learning experience which will prepare graduates for productive roles in society.

Students requesting support or accommodations should meet with the Coordinator of Academic Advising to provide documentation regarding the nature of their disability and to plan an appropriate strategy for completing their academic requirements.

ACADEMIC EXPECTATIONS

COMMUNICATION STANDARDS

York College recognizes the importance of effective communication in all disciplines and careers. Therefore students are expected to competently analyze, synthesize, organize, and articulate course material in papers, examinations, and presentations. In addition, students should know and use communication skills current to their field

of study, recognize the need for revision as part of their writing process, and employ standard conventions of English usage in both writing and speaking. Students may be asked to further revise assignments that do not demonstrate effective use of these communication skills.

ACADEMIC DISHONESTY

Academic dishonesty will not be tolerated at York College. Academic dishonesty refers to actions such as, but not limited to, cheating, plagiarism, fabrication of research, falsification of academic documents, etc., and includes all situations where students make use of the work of others and claim such work as their own.

When an instructor believes that a student has committed an act of academic dishonesty, the instructor must provide written notification to the student, the Department Chair, and the Dean of Academic Affairs of the charge and the sanction. Documentation related to instances of academic dishonesty will be kept on file in the student's permanent record. If the academic dishonesty is the student's first offense, the instructor will have the discretion to decide on a suitable sanction up to a grade of 0 for the course. Students are not permitted to withdraw from a course in which they have been accused of academic dishonesty.

Students who believe they have been unjustly charged or sanctioned in cases involving a first offense must discuss the situation with the instructor. Following this discussion, students may request through the Dean of Academic Affairs that the Student Welfare Committee conduct a hearing to review the charge and/or the sanction in the case. In cases of a first offense, the instructor may request that the Student Welfare Committee conduct a hearing and decide on the sanction, which can involve academic suspension or dismissal from the College, if the instructor believes the offense to be of an extremely egregious nature.

If the Dean of Academic Affairs determines that the academic dishonesty is the student's second offense, the Dean will provide written notification to the student, the instructor, and the Department Chair. The Student Welfare Committee will automatically conduct a hearing to review the charge and decide on an appropriate sanction, which will involve academic suspension or dismissal from the College. Students who believe the Student Welfare Committee has unjustly sanctioned them may submit a written request to the Dean of Academic Affairs for a review of their case by the Dean.

ATTENDANCE POLICY

Students are expected to attend all scheduled class meetings. Class attendance policy, and the impact of class absences on the course grade, will be determined by each course instructor. The class will be informed in writing within the syllabus whether attendance is used as a criterion in evaluating student performance. The student is responsible for all work of the course unless specifically exempted by the instructor. It is recognized that some absences may be necessary or unavoidable. The student should inform the instructor of the reason for the absence and make up any work

which is missed. The responsibility for initiating action to make up work missed in the classroom rests with the student.

EXAMINATIONS

The course instructor determines how students will be evaluated in individual courses and informs the students at the beginning of the semester in the course syllabus.

Final examinations, held during the Final Examination week, are generally designed to cover the materials discussed during the semester's coursework. Final exams are generally two hours in length for each course and are administered through a special final exam schedule published each semester. If a student has three or more final exams scheduled on a given day, he or she should contact one of the course instructors to schedule another time during Final Examination week to take the exam.

GRADING POLICY

Grade Description

- 4 Superior: This grade denotes accomplishment that is truly distinctive and decidedly outstanding. It represents a high degree of attainment and is a grade that demands evidence of originality, independent work, an open and discriminating mind, and completeness and accuracy of knowledge, as well as an effective use of the knowledge.
- 3.5 Excellent: This grade denotes mastery of the subject matter. It represents excellence in many aspects of the work, such as initiative, serious and determined industry, the ability to organize work, the ability to comprehend and retain subject matter and to apply it to new problems and contexts.
- 3 Good: This grade denotes considerable understanding of the subject matter. It represents a strong grasp and clear understanding of the subject matter and the ability to comprehend and retain course content, but inconsistently applies it to new problems and contexts.
- 2.5 Above Average: This grade denotes above average understanding of the subject matter. It represents a limited ability to comprehend and retain course content and apply it to new problems and contexts.
- 2 Average: This grade denotes average understanding of the subject matter. It represents the grade that may be expected of a student of normal ability who gives the work a reasonable amount of time and effort.
- 1 Below Average: This grade denotes below average understanding of the subject matter. It represents work that falls below the acceptable standard.
- 0 Failure: This grade denotes inadequate understanding of the subject matter. It signifies an absence of meaningful engagement with the subject matter and that the student is not capable of doing or understanding the work or has made little or no effort to do so.

- I Incomplete: The student may request permission from the instructor to receive an incomplete prior to the final examination and must present extraordinary reasons for the petition. Any grades of "I" not removed within two calendar months after the end of the semester will automatically be changed to "0" or "F" in the Records Office. Grades of incomplete should only be provided to students who have completed a substantial portion of all course requirements, are in good academic standing in the course when the incomplete is granted, and if the instructor believes the remaining course work can be completed during the defined period.
- W Withdrawal: Students are permitted to withdraw from courses without penalty up to the ninth Friday of the fall or spring semester. Corresponding deadlines are set for all other semesters (e.g., summer sessions).
- P Pass: This grade denotes passing in special Pass/Fail courses.
- F Fail: This grade denotes failure in special Pass/Fail courses.
- AU Audit: This grade indicates that a student is registered for a course but receives no credit.

THE GRADE POINT AVERAGE

The grade point average (GPA) is computed by multiplying the hours of credits in a course by the grade earned for all courses completed and dividing the total number of points by the total number of credit hours attempted.

Example: A student carrying 16 credit hours and receiving for his/her first term's work the following grades would have a GPA of 2.5.

<i>Course</i>	<i>Credits/Grade</i>		<i>Quality Points</i>
1st course	3×1	=	3
2nd course	3×4	=	12
3rd course	3×2	=	6
4th course	3×2	=	6
5th course	3×3	=	9
Physical Education	1×4	=	<u>4</u>
	16 credits		40

$$\text{Grade Point Average} = \frac{40 \text{ Quality Points}}{16 \text{ Credits}} = 2.5 \text{ G.P.A.}$$

INCOMPLETE WORK

A student may request an incomplete grade for a course when illness, family tragedy, or similar extenuating circumstances make it impossible for the student to complete the remaining requirements of the course by the end of the semester. The student should contact the course instructor with this request. At the instructor's discretion, a grade of 'I' may be granted if the student has completed a substantial portion of all

course requirements, is in good academic standing in the course when the incomplete is granted, and if the instructor believes the remaining coursework can be completed during the defined period. All incomplete work must be completed within 60 days from the last day of finals in the semester in which the coursework is taken or the student will automatically receive a grade of "0." It is the student's responsibility to contact the instructor and make all the arrangements to complete the coursework within the given time frame.

PASS-FAIL OPTION

York College students may take designated courses on a pass-fail basis. Those courses offered with the pass-fail option will be indicated in the Schedule of Classes brochure prepared each semester. Students may register for a maximum of two pass-fail courses per academic year with a maximum of eight such courses in a student's undergraduate program. Students may not take courses required in their major or minor field on a pass-fail basis and may not use pass-fail courses to complete General Educational requirements (i.e., common core and Area Distribution Requirements) even if courses are offered in that manner. In addition, a student registered for a 12-credit course load with three credits of pass-fail coursework will not be eligible for Dean's List recognition.

AUDITING A COURSE

Students or members of the community who wish to audit a course will be accommodated after full-time students have registered for courses. Regulations affecting auditors are: no attendance record is maintained; no assignments are made or papers corrected; no examinations are taken; no course credits are received; and a nominal tuition charge will be made (see Tuition and Fees section). Students cannot audit lab courses, studio courses, non-credit courses, Independent Study, or Internships.

REPEATING A COURSE

Any student who has taken a course at York College will be permitted to repeat this course. While both grades will appear on the student's permanent record, the quality points earned on the basis of the higher grade will be used in the computation of the cumulative grade point average.

Since grades and quality points are not transferred from other institutions, a course may only be repeated at York College.

THE GRADE REPORT

York College issues final grade reports at the end of each semester (December and May) and at the end of each summer semester. These grades are sent to the student's designated permanent address on file in the Records Office and are entered on the official college transcript in the student's permanent file in the Records Office.

Students may also access their transcript online through the YCP Web via their own PIN access code.

RESIDENCY REQUIREMENT

The College residency requirement policy requires that the final 30 credit hours of a student's degree requirements be completed as coursework at York College. Because a student should take most of his or her upper division courses in the major during this time, it is important that these advanced credit hours be completed at the College. Therefore, no transfer credits or CLEP examinations are accepted in the final 30 credit hours of a student's coursework. Students who are enrolled in the Baccalaureate Completion Program for Registered Nurses are exempt from this requirement.

ACADEMIC SUCCESS

GOOD ACADEMIC STANDING

To be in good academic standing and eligible for continued enrollment, a student must maintain a minimum of a 2.0 cumulative GPA. Students whose cumulative GPA falls below a 2.0 are subject to academic probation, academic restriction, academic suspension, or dismissal from the College.

DEAN'S LIST HONORS

At the end of each semester, the Dean of Academic Affairs will publish a list of students for Dean's List Recognition. To be eligible for this honor, a student must be registered for at least 12 academic credit hours and earn a semester GPA of 3.50 or higher. Pass-fail courses will not be counted as part of the 12-credit course load required for this recognition.

ACADEMIC DIFFICULTIES

WARNING GRADES

Between the seventh and eighth week of the semester, a student whose work in any course is unsatisfactory may receive a warning notice from the course instructor. Unsatisfactory work is defined as that which warrants a grade of less than 2.0. Whether the student receives the warning notice or not, the instructor will submit an official report of the unsatisfactory work and if the student receives two (2) or more warning grades a notice is sent to the person(s) responsible for the student's financial account, typically parents. Any student who is at least 21 years of age, married, self-supporting, or a veteran may request that warning grades not be sent to parents. Warning grades may be confirmed through the Records Office or the Academic Advising Office. Students who receive such warning grades should meet with their instructor and academic advisor for guidance in improving their grades.

UNSATISFACTORY ACADEMIC WORK

Students' academic work will be considered unsatisfactory whenever their cumulative GPA falls below 2.0. The academic performance of all students, full- and part-time, will be reviewed against this standard at the conclusion of each semester to determine whether students in academic difficulty should be allowed to continue on a probationary or restricted basis, should be suspended for one year, or should be dismissed from the College.

For students whose cumulative GPA falls below a 2.0, the following academic actions will occur:

- A student who has attempted at least 12 credit hours and whose cumulative GPA is below a 1.60 will be placed on academic probation.
- A student who has attempted at least 24 credit hours and whose cumulative GPA is below 1.70 will be placed on academic probation, or will be placed on academic restriction if previously on academic probation, or will be placed on academic suspension if previously on academic restriction.
- A student who has attempted at least 36 credit hours and whose cumulative GPA is below a 1.85 will be placed on academic probation, or will be placed on academic restriction if previously on probation, or will be placed on academic suspension if previously on academic restriction.
- A student who has attempted at least 48 credit hours and whose cumulative GPA is below a 2.0 will be placed on academic probation, or will be placed on academic restriction if previously on probation, or will be placed on academic suspension if previously on academic restriction.
- Any student whose cumulative GPA falls below a 1.20 or whose semester GPA falls below .50 will be placed on academic restriction immediately.

Academic Probation

Students placed on academic probation may continue their enrollment at the College, but they will be limited to a maximum of 13 credit hours per semester until their cumulative GPA is 2.0 or above. While working toward attaining the 2.0 cumulative GPA, students who fail to meet the academic standards for the credit hours attempted as outlined above face restriction or suspension.

Academic Restriction

Students placed on academic restriction may continue their enrollment at the College, but they will be limited to a maximum of 6 credit hours per semester and may lose their campus housing privileges and financial aid. Those students who take 6 credit hours at York College and earn at least a 2.0 overall in those courses will be placed on academic probation (or will be considered to be in good academic standing if they raise their cumulative GPA to at least a 2.0). Students who fail to earn a 2.0 overall in the courses taken during their semester of restriction or who fail to raise their cumulative GPA to meet the GPA standards for the credit hours attempted as outlined above will be placed on academic suspension.

Students placed on academic restriction may take an unlimited number of credit hours at another accredited institution. Those students who take at least 6 credit hours at another accredited institution during their semester of restriction and earn at least a 2.0 overall in those courses will be placed on academic probation upon their return to York College. Students will lose matriculation if they are away from York College for more than one semester, thus requiring them to apply for readmission.

Academic Suspension

Students placed on academic suspension are prohibited from enrolling in any course at York College for at least one year. In order to resume enrollment at York College, academically suspended students must apply for readmission to the College (official readmission forms are available from the Admissions Office). Those students who take at least 6 credit hours at another accredited institution and earn at least a 2.0 overall in those courses will be eligible to apply for readmission. Upon readmission, these students will be placed on academic probation. Students who fail to raise their cumulative GPA to meet the GPA standards for the credit hours attempted as outlined above will be dismissed from the College.

Academic Dismissal

Students dismissed from the College are eligible to transfer their credits to another college or university to complete a degree, but they are no longer permitted to enroll in courses at York College.

GRADE APPEAL

Students who believe that their final grade in a course does not accurately reflect their performance should appeal their grade directly to the course instructor. Following discussion with the instructor, the student may request a review of his or her grade by the Department Chair if the student believes his or her concern has not been adequately addressed.

APPEALS OF ACADEMIC ACTION

The Student Welfare Committee of the College is responsible for making recommendations regarding matters of an academic nature, including criteria for admission, probation and suspension of students, and a review of cases which cannot be properly handled by fixed rules. The committee may also make recommendations concerning disciplinary action when academic matters are involved, if requested to do so by the Dean of Academic Affairs.

The Student Welfare Committee will review probation and suspension appeals following the Fall and Spring semesters. Students must submit their appeal to the committee in writing following the schedule described in the notice of probation or suspension. Students submitting written appeals may also schedule an appointment to appear at their hearing and present their petition to the Student Welfare Committee in person.

The Student Welfare Committee will also consider written student petitions regarding other academic matters at their regular meetings during the academic year. Students should address their petitions to: Chair, Student Welfare Committee; c/o Office of Academic Affairs.

STUDENT RECORDS

The College maintains the confidential records of each student in a centralized location in the Records Office. Academic advisors, counselors, administrators, and department chairs use the Records Office when assisting the students.

Students should consult the Records Office on matters relating to their academic progress and when requesting transcripts. Official transcripts are sent by request when the student has met all financial obligations at York College and has presented written consent to the Records Office. Except for the first transcript, there is a \$3.00 processing fee per official transcript. Matriculated students can print an unofficial transcript through YCP Web.

Family Educational Rights and Privacy Act

The *Family Educational Rights and Privacy Act* (FERPA) affords students certain rights with respect to their educational records. They are:

The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should submit to the Director of Records written requests that identify the record(s) they wish to inspect. The Director of Records will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including Security personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Parental Notification on Student Records and College Matters

Parental rights of access to educational records depend on the student's financial status, either dependent or independent. If the adult student is financially independent, parents have no right of access without the student's consent. If, however, the student is a financial dependent, a parent/guardian's request for educational records is honored by York College. It is the student's responsibility to clarify and document his/her financial status and acknowledge acceptance of the college's disclosure policy upon admission and to update such information via the Records Office.

Parents or legal guardians of financially dependent students will be notified by the Academic Affairs office/college officials when their son or daughter has been issued two or more warning grades at mid-term. Professors are not required to issue warning grades to students, and some do not. A copy of the final grades will be sent to the designated parent(s)/guardian(s) in addition to the report sent to the student.

Parents or legal guardians of financially dependent students will be notified by the Student Affairs Offices/college officials when their son or daughter has been responsible for a violation of the College's student code of conduct. Students and parents are encouraged to discuss these disciplinary matters to assist in the attainment of behavioral improvement.

Directory information is distributed without prior consent of the student. Directory information is defined as a student's name, address, telephone number, date of birth, major field of study, dates of attendance, class year and degree and awards received. However, students who do not wish such information to be released or made public may inform the Admissions Office, if a new student, or the Records Office, if a returning student, in writing by September 1 for the fall semester or January 15 for the spring semester.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by York College of Pennsylvania to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-4605

MAKING CHANGES

DROP/ADD PROCEDURE

A student may drop and/or add a course online anytime during the first week of classes each fall and spring semester. Checking with the academic advisor about a course schedule change is advisable, as is checking course availability through the Registrar's Office or the online schedule of classes. The procedure for dropping or adding a class in person involves completion of a Request for Change in Student Record form and submission of this form to the Registrar's Office. A course dropped during the first week of class will not show on the permanent transcript. See below for Course Withdrawal.

COURSE WITHDRAWAL

The last day to withdraw from a course during the fall and spring semesters is the ninth Friday of the academic semester in order to avoid a grade penalty. To withdraw from a course, the student must complete a Request for Change in Student Record form in the Records Office. Students may not withdraw from a course on the YCP Web. Failure to attend class or merely giving notice to the course instructor is not considered an official withdrawal. No extensions are granted beyond the withdrawal deadline. Course withdrawal will appear on the permanent transcript as "W." See Drop/Add above.

CREDIT BY EXAMINATION

Matriculated students may earn course credit by successfully completing an examination which tests mastery of the learning outcomes of a given course. Credit is awarded for successful completion of the examination.

1. Examinations may be permitted at the discretion of the academic department chair.
2. Application for examination should be made in writing to the appropriate department chair on forms available in the Registrar's Office or Academic Advising Office.
3. If the department chair approves the application, the chair will designate the appropriate instructor who will prepare, administer, and evaluate the examination which is normally not less than three (3) hours in length.
4. A student should not use credit by examination to complete any course required for graduation during the last semester.
5. Credit earned in a course taken by examination, 2 level ("C") work or better, shall be recorded together with quality points on the permanent record.
6. The maximum number of credits eligible to be earned by credit by examination is 30.

COURSES TAKEN AT OTHER INSTITUTIONS

Students desiring to pursue summer coursework or additional work at another accredited institution must secure written approval from their academic advisor and the Registrar's Office prior to beginning the work in order for the credits to transfer into York College. Course Approval forms to obtain such permission are available in the Registrar's Office, the Advising Office, and the Adult Learner Center.

In order to receive transfer credit from courses at other accredited institutions, a student must receive a grade of "C" or better. Credit hours for these courses may be transferred but grades and quality points will not transfer; however, transfer credits will be included in the calculation of graduation honors. Students are reminded that they must complete the last 30 credit hours of their program of study as coursework at York College. In general, if a student wishes to take courses at another institution, it is wise to register for lower division courses since most majors require students to take their upper division courses in their major as coursework at York College.

WITHDRAWAL FROM THE COLLEGE

When circumstances indicate that a full-time student must withdraw from the College, he or she must contact the Office of the Dean of Student Affairs for a complete withdrawal from all courses. A student who officially withdraws from the college receives grades of "W's" on the transcript. A student who ceases attending classes without completing his or her formal withdrawal will receive a grade of "0" in all registered courses. In addition, the student remains responsible for all financial obligations. A student who withdraws before the end of the term or is suspended or expelled receives no refund.

Part-time students should contact the Registrar's Office if withdrawing completely from the College. Part-time students should note that withdrawal during or after the first class meeting will not eliminate the obligation to pay any remaining balance. See Tuition and Fees section for refund policy.

WORKING TOWARDS A DEGREE

DECLARING OR CHANGING A MAJOR

Students typically declare a major program of study upon admission to York College. However, some students, who have not decided on a specific major, register as Undeclared and must declare a major later. The Undeclared student is encouraged to discuss interests and goals with his or her academic advisor, professors, or personnel in the Academic Advising Office or Adult Learner Center to assist in identifying a major. In addition, the Career Services Center provides extensive career guidance and self-assessment for those wishing to explore possible fields of study.

College policy requires a student to declare a major at 60 credit hours. If there is a delay in declaring a major or there is a change in major, the time needed to

complete degree requirements may be extended. To declare or change a major, a student should contact the Academic Advising Office to complete a Request for Change in Student Record form and an academic advisor will be assigned from the new major. The student must follow all degree requirements in the major at the time the major is declared.

ACADEMIC MINORS

Minors are academic credentials earned by students in an area other than their major. To complete a minor, a student must complete a minimum of 15 credits, and a maximum of 20 credits of course work, which may include both upper and lower division courses as defined by the specific requirements of the department offering the minor.

All students completing a minor must earn a cumulative grade point average of 2.0 in these designated courses, and take a minimum of 9 credits of coursework in the minor at York College of Pennsylvania to have their minor appear on their transcript.

DECLARING A MINOR/DOUBLE MAJOR

A student interested in pursuing a minor or a double major should contact the Academic Advising Office and complete a Request for Change in Student Record form. While the student declaring a second major continues to work closely with the academic advisor in the primary major field of study for careful academic planning, it is also important to meet with a faculty advisor in the second major to make certain that all degree requirements are fulfilled in the additional major or minor.

GRADUATION

A student expecting to graduate from York College must file a degree application during the final semester on campus. To apply for graduation, a student must complete an Application for Graduation form in the Records Office and pay a \$60 graduation fee at the Business Office by September 15 for December graduation, February 5 for May graduation, or by July 15 for August graduation. Every student who intends to graduate **MUST** complete the application and pay the graduation fee whether or not he/she wishes to participate in the commencement ceremony. Commencement ceremonies are held twice a year in May and December. Students who meet the graduation requirements in August are invited to participate in the December commencement. Graduation regalia is purchased directly from the College bookstore.

A student may receive only one degree in a given semester. For example, a student may not receive an Associate degree and a Baccalaureate degree in the same semester. In addition, a student may receive one Associate degree and one Baccalaureate degree in that order from York College (see Programs of Study section).

To participate in May commencement, a student may complete the final degree requirement by enrolling in the mini-mester session for no more than one academic

course and/or physical education course for a maximum of four credits. Students completing graduation requirements during any other summer sessions will receive their diploma in late August and are invited to participate in the December commencement ceremonies. Students graduating in May, August, or December are considered graduates of that calendar year.

Late application for graduation will result in an additional fee and a significant delay in the receipt of the diploma. It is imperative that application for a degree be made by the deadline published each semester.

AWARDING OF A SECOND DEGREE

A student holding an Associate or Baccalaureate Degree from another accredited college may pursue courses at York College leading toward a second degree (either Associate or Baccalaureate) provided the following conditions are met:

1. The candidate must meet the departmental requirements established for the major as published in the College Catalog. The Department Chair will review the student's academic record and indicate the additional courses that will be necessary to complete the degree requirements.
2. The candidate must complete a minimum of the last 30 semester hours of the major at York College.
3. The candidate has applied for and been accepted for admission to York College.

AWARDING OF AN ADDITIONAL MAJOR

A student holding a baccalaureate degree from York College of Pennsylvania may not receive a second degree from the college, but may elect to pursue courses leading toward a second baccalaureate-level major provided the following conditions are met:

1. The student must submit an additional application for admission to the Director of Admissions and formally matriculate in the new major.
2. The candidate must meet the departmental requirements as published in the College Catalog. The Department Chair will review the student's records and indicate any additional courses which will be required to complete the student's major requirements.
3. The student must complete the Application for Additional Major available in the Records Office at the beginning of the semester in which the major will be completed. The additional major note will be posted on the transcript at the same time as degree notes are posted. An additional diploma **WILL NOT** be issued.
4. Students who complete a second major in a discipline associated with a new degree designation may request that the degree designation for their program be revised to reflect the second major. Thus, a student whose original York College degree was a B.A. may request that their degree be redesignated as a B. S. upon completion of a second major in a discipline for which the B. S. degree is granted, or vice versa.

GRADUATION HONORS

Students are eligible for graduation honors based upon their entire academic college record (which includes the previous academic record of transfer students). Transfer students may be eligible for graduation honors after a minimum of 60 credit hours of academic work are completed at York College. Graduation honors will be awarded on the basis of the cumulative GPA of all York College and all previously completed college work. Graduation honors recognized by York College are:

- | | |
|---------------------|---------------|
| 1. Summa Cum Laude: | 3.90 or above |
| 2. Magna Cum Laude: | 3.60–3.89 |
| 3. Cum Laude: | 3.30–3.59 |

Because the Fall and Spring Commencement ceremonies occur before all of a student's final semester grades have been tabulated, Graduation Honors published at Commencement will be based on the student's cumulative GPA prior to their final semester of coursework. However, the Graduation Honors noted on the student's official transcript will be based on the student's final cumulative GPA.

SPECIAL LEARNING OPPORTUNITIES

HONORS PROGRAM

The York College Honors Program seeks to provide challenging and engaging experiences for academically motivated and accomplished students. The program offers coursework, special college and career advising, and extracurricular enrichment activities to a small group of eligible and interested undergraduate students.

Students benefit from the attention the program gives to their academic strengths. The students will find that the community of scholars created by the Honors Program stimulates and supports their intellectual growth and interests. In addition, the program provides recognition for their extra efforts.

The Honors Courses supplement the student's regular academic program of study, and is not a major itself. The courses are unique in that they move at a faster pace; help students to develop original research or projects; and explore breadth and depth of subject matter, draw upon many fundamental skills, integrate theory and application, and challenge assumptions at above-average levels. Honors classes and faculty encourage independent learning, generate energy and enthusiasm, and empower students to make decisions about their own learning experiences.

The program requirements are designed to be flexible and to work with any students' major. Because most of the requirements count as a part of the general education coursework, participation in the Honors Program will not typically add to the credits required for graduation.

In addition to the specially-designed courses, students will have extracurricular enrichment opportunities such as field trips to cultural events or historical sites, national professional conferences, book discussion groups, or informal discussions with

distinguished guest lecturers. An additional fee is charged to offset expenses for special Honors Program courses and activities.

Finally, our honors program seeks to promote a well-rounded college experience. As described, students will have honors experiences within the classroom and through the extracurricular activities, but the program also encourages students to be integrated within the regular College community. For example, students are encouraged to participate in other College activities such as the sports programs, music programs, or leadership organizations; may be housed with non-honors students if living in campus dormitories or apartments; and may compete for scholarships with all York College applicants.

Honor Program Participation Options

To be eligible for participation, students must apply to and be accepted at York College. The criteria for acceptance into the Honors Program is not rigidly based upon previous academic scores. All interested students are encouraged to apply and will be evaluated individually on the basis of their preparedness and motivation for honors study. Preference will be given to students who have achieved a combined SAT score of 1200 or higher and who rank in the top one-fifth of their high school graduating class. Students who are not entering freshmen may apply for eligibility at any time in consultation with the Honors Program Coordinators.

There are two ways a student may participate in honors. Note that participation in any form requires that a student complete an Honors Program application and be qualified as “Honors Program Eligible.”

1. Students may participate on a course-by-course basis. These students will not become members of the Honors Program Association or participate in the enrichment activities. Students may choose to enroll in any number of honors courses to suit their own academic pursuits. Each honors course is designated as such on the student's transcript. Students who elect this option should seek advising from the Honors Program Coordinator(s).
2. Students who wish to engage in the full Honors Program experience will participate in the Honors Program Association and extracurricular enrichment activities, as well as coursework. Honors Program students who meet the following requirements will become “Honors Program Graduates.” These graduates will receive special recognition at the Commencement Ceremony. The following are the minimum requirements. Students are encouraged to take more honors courses as appropriate.

To graduate as an “Honors Program Graduate,” students must

1. Complete a minimum of 20 honors course credits as follows:
 - a. Honors Core courses (8 credits):
 - 1) Honors Critical Thinking (MAT111), offered in the fall of the freshman year
 - 2) Honors Writing about Literature (WRT200) and Information Literacy (IFL101), offered in a linked fashion in the spring of the freshman year

- b. Area Distribution Requirement (ADR) courses (9-12 credits):
 - 1) Course offerings will vary, but will count in one of the five college-wide general education areas (e.g., Honors Psychology would satisfy Area II: Social and Behavioral Sciences).
 - 2) Typically, students will take four of these courses; one course each semester of the sophomore and junior years.
 - c. For students whose academic major requirements make it difficult to acquire 12 Area Distribution credits in Honors Courses, 3 credits from Honors-by-Contract courses may count toward the 20 minimum credits. See the description of Honors-by-Contract courses below.
2. Complete an Honors Project, which is typically in the student's major area. Some examples are research studies, performances or recitals, design projects, or works of fine art or poetry. The project will usually be completed in the senior year and will typically be a course such as independent study or attached to a course, such as a senior seminar. This project does not count toward the minimum 20 credits.
 3. Complete a Service Component. Students will contribute to the academic culture at the College by organizing activities such as field trips, tutoring services, or York College's own student conference.
 4. Participate fully in the Honors Program Outcomes Assessment, including taking the entrance and exit examinations.
 5. Attain an overall GPA of 3.30.

Course Offerings

Three types of Honors courses are offered:

1. Honors versions of regular courses (e.g., Honors Core courses, Honors ADR courses).
2. Honors Special Topics Courses are created specifically for the Honors Program. They may be interdisciplinary or particularly timely (e.g., Elections in America).
3. Honors-by-Contract Courses allow a student to add an honors component to most regular courses by developing a contract with the instructor and Honors Program Coordinator(s). This option may be particularly useful for courses in a student's major, because the major course would not normally have a great enough enrollment to be offered as an Honors course. Students may take as many courses in this manner as their academic programs permit, but a maximum of 3 credits may count towards the 20 credits required for graduation as an "Honors Program Graduate" (see requirements listed above). To elect this option, students must see the Honors Program Coordinator(s) and complete the Honors-by-Contract Form, which describes the criteria for approval of the contract. Students must pay an additional fee for this option equivalent to tuition for the number of credits added to the regular course.

INDEPENDENT STUDY

An Independent Study is a well-defined individual research project supervised by a faculty member and undertaken without formal instruction or meeting times. Such a study affords students an opportunity to conduct in-depth research on a special topic without regular class meetings or formal instruction. While an Independent Study project involves a reduction in formal teaching, effective Independent Study is characterized by an increase in student responsibility and initiative in both research and the learning process.

A student who wishes to apply for an Independent Study project must have completed a minimum of 60 credits with a cumulative GPA of 2.50 prior to application. An application form, available in the academic department, Advising, and Registrar's Offices, and the Adult Learner Center, should be completed by the student. The application must include a comprehensive summary describing the nature, objectives, and evaluation format of the study along with approval from the faculty supervisor and department chairperson. Completed forms should be submitted to the Registrar's Office to be entered on the student's schedule. The deadline for submitting such applications is the end of the Drop/Add period.

INTERNSHIP

An internship is an elective educational experience that offers students the opportunity to earn academic credit for experiential learning outside the classroom. Internships are designed to enhance a student's professional preparation and career opportunities and are available to eligible York College students. To earn academic credit, the internship must be completed at an approved site where the on-site supervisor has agreed to provide the intern with structured learning experiences that will assist them in achieving specific learning objectives. In addition, the student must complete an Internship Application, including detailed learning objectives for the course, and receive the approval of the Department sponsoring the internship and from the College Internship Coordinator prior to beginning the on-site experience.

Internship Study is available to matriculated students who have earned 60 or more credits and a 2.5 cumulative grade point average at the time of application. A minimum of 120 hours on site is required to earn 3 internship credits; students are limited to participation in two different internships for a maximum of 6 credit hours of Internship Study in a baccalaureate program. Internship application forms, available in the Career Services Center or department chairs' offices, must be completed by the end of the Drop/Add period for the semester.

SERVICE LEARNING

York College is committed to providing service learning opportunities which will allow students to contribute to the community while obtaining valuable experience and enhanced employment credentials. Volunteer programs at York reflect that students

can obtain valuable life experience through service learning and that employers frequently seek graduates who have been constructively involved in their community. Service Learning opportunities are available in a variety of organizations and can be selected based on a student's major or area of academic interest. Students interested in participating in Service Learning should contact the Office of Career Services or Student Activities.

STUDY ABROAD

Matriculated students at York College are encouraged to explore the opportunities for academic study in another country as part of their degree program. The college has established special affiliation agreements with the following institutions: York St. John College in York, England; Huron University in London, England; Honam University in Kwangju, Korea; Sophia University in Tokyo, Japan; Pontificia Universidad Catolica in Quito, Ecuador; Cemanahuac Educational Community in Cuernavaca, Mexico. These affiliations allow students to plan a study abroad with the assurance that courses taken at these institutions will be accepted at York College for degree completion. Additional Study Abroad opportunities are sponsored by other institutions with credits transferred to York College. Informational packets on these programs are also available in Career Services. All students studying abroad must pay a \$100 Study Abroad fee for the semester and complete an Off Campus Study Approval form. This form must be submitted to the Registrar's Office prior to the Study Abroad semester.

ADULT LEARNER EDUCATION

For the benefit of adult learners, York College offers a full spectrum of credit courses in the evenings and throughout the summer. In addition, limited offerings are available on Saturdays during the fall and spring semesters. Courses are available to adult students who wish to work toward a degree, including Associate, Baccalaureate, and Masters, or who wish to continue their education for cultural or vocational reasons. With approval from the Associate Registrar, a matriculated student may attend evening courses on a full-time basis.

All courses offered are selected from the College Catalog and are taught by members of the full-time and adjunct faculty. The schedule of offerings is designed to address the educational needs of adult learners who live and work in the surrounding communities. Individuals who are involved in business, education, and industry, and those wishing to broaden their interests in life through college instruction, benefit from the variety of classes and programs available through York College evening and summer courses.

Students are encouraged to earn college credit for these courses, which may be applied toward degree requirements or used to enhance employment opportunities. An individual may enroll in courses as a matriculated or a non-matriculated student, according to York College admission requirements.

Registration Policy for Part-Time Non-Matriculated Students: Any individual who wishes to enroll in courses as a part-time non-matriculated student and who attended high school two years or more preceding the initial proposed date of attendance at York College must have graduated from an approved secondary school or have earned a state equivalency diploma prior to enrollment at York College. Documentation for GED students must be attached to the course registration form. Individuals who have graduated from high school within two years preceding the initial proposed date of attendance at York College may enroll in courses only if they have been accepted into a degree program at York College or are in good standing at another accredited college or university. The Registrar reserves the right to contact the indicated institution to verify enrollment or acceptance.

All college services are available for evening students including parking, admission to all home athletic contests, concerts, financial aid, career services and the use of the Student Union.

The following majors can be completed through evening and Saturday courses:

<i>Baccalaureate</i>	<i>Associate</i>
Accounting	Business Administration
Behavioral Science	Criminal Justice
Business Administration	General Studies
Finance	
Information Systems/Development	<i>Master's</i>
Information Systems/End User Support	MBA
Informatics	M.S. Nursing (except for CRNA)
Long-Term Care Administration	M. Ed.
Management	
Marketing	
Nursing (RN Completion)	

ADULT LEARNER CENTER

Adult students are encouraged to visit the Adult Learner Center, located in the Campbell Hall lobby, Room 200. The Center is an adult student's primary resource for information and assistance at York College and is open when classes are in session, Monday through Thursday evenings and Saturday mornings during the Fall and Spring semesters, and Monday through Thursday evenings during Summer I and Summer II. Telephone: 717-815-1208.

The Adult Learner Center provides the following services and resources to adult students:

- Academic advising
- Registration for courses and drop/add
- Payment of tuition and fees
- CLEP information and registration
- Parking stickers
- Many other helpful resources

EVENING COURSES

Evening courses are offered to serve adults who wish to earn degrees or increase their vocational skills. Courses meet one night per week from 6:30–9:15 P.M. Monday, Tuesday, Wednesday, Thursday evenings and on Saturday mornings from 9:00–11:45 A.M. A three-credit, non-lab class meets for 2 hours and 45 minutes one time a week as listed above. Classes are held on the College campus on Country Club Road and at the Hanover Center, located at the Hanover High School, 401 Moul Avenue, Hanover.

TWILIGHT COURSES

Twilight Courses offer late afternoon and early evening classes so that working adults may attend courses immediately after work. In scheduling these courses, the College has attempted to provide classes for those individuals who finish their workday before 5:00 p.m. This program also facilitates the academic programs of individuals already enrolled in the evening program. Students are able to attend a 5:00–6:15 P.M. twilight class and remain for their evening class.

HANOVER CENTER

York College offers a limited number of credit courses in Hanover at Hanover Senior High School during the fall and spring semesters. Students may register by mail, in person, or by using the YCP Web registration system for matriculated students.

SUMMER SEMESTERS

Undergraduate and graduate classes are offered during thirteen weeks throughout the summer, divided into four semesters. These classes are held during the day and in the evening. The summer classes are given for the following reasons:

1. To accommodate students in good standing at other colleges who desire to obtain credits for transfer to their own institutions.
2. To assist continuing students who desire to accelerate their program toward early graduation without the pressure of a full-day schedule.
3. To provide an opportunity for students to make up work in courses for which their performance fell below acceptable standards.
4. To provide an opportunity for high school graduates who wish to enroll in college courses before beginning their first semester in September.
5. To facilitate the program of part-time matriculated students who wish to further their program through summer study.
6. To enable those high school students who have completed their junior year and who are recommended by their high school principal or high school guidance counselor to begin college studies.

All College services are available to summer students including parking, library services, scheduled summer activities using the gymnasium and swimming pool, residence facilities, advising and counseling services and the use of the Iosue Student Union.

Summer courses are of the same quality and number of class hours as those in the academic year and most are taught by full-time faculty members. Students may enroll in up to four credits during the Mini-mester and up to a maximum of seven credits during Summer I or Summer II.

Brochures are provided for both the Evening and Summer Semesters. They may be obtained by either writing or calling:

Registrar's Office
York College of Pennsylvania
York, PA 17405-7199
Phone: (717) 815-1229

OFFICE OF SPECIAL PROGRAMS

York College offers a variety of non-credit, technical, healthcare, professional and personal development programs focused on company or professional-specific needs. These courses and selected credit courses are available on-site or on campus.

Through the Glatfelter Telecommunications Center, the Special Programs Office has the capability to send and receive programs around the world. Included is the ability to produce, edit and complete a video program.

Funded programs focused on education, training and employment are developed and operated through the services of the Special Programs Office. These programs are generally formed in partnership with business and industry.

Information regarding the Special Programs Office and how it can help your business may be obtained by phone, fax, e-mail or in writing:

Director of Special Programs
York College of Pennsylvania
York, PA 17405-7199
Telephone: (717) 846-1451
Fax: (717) 849-1607
e-mail: special-programs@ycp.edu



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PROGRAMS OF STUDY

INTRODUCTION

York College is dedicated to serving the needs of its students by providing a quality learning experience which prepares graduates for productive roles in society. At York, we believe the collegiate experience for students should facilitate both intellectual and personal growth, and encourage the development of life long learning skills. In support of this philosophy, the college offers a program of studies which provides over 50 degree options in baccalaureate disciplines, and associate degree and minor programs.

SATISFYING PROGRAM REQUIREMENTS

Students are reminded of their responsibility to monitor degree program requirements and to plan their schedule of courses according to the degree program requirements in effect at the time of their matriculation into the academic program. Students should work with their academic advisors when planning or changing schedules and should contact the office of Academic Advising or the Registrar if they have questions or concerns regarding program requirements. While academic advisors and other staff make every effort to be conscientious and informed, the student has a personal responsibility for ensuring that all graduation standards and requirements will be met during their program of study.

BACCALAUREATE DEGREE REQUIREMENTS

Specific requirements and recommended curricula for each baccalaureate degree program are described in the Departmental Programs section of this chapter. The general requirements for earning a baccalaureate degree at York College, which apply to all departmental bachelor's degree programs, are:

1. Successful completion of at least 124 credit hours and matriculation in a specific academic program. To satisfy the college's residence requirement, the last 30 of these credits must be earned at York College.
2. Achievement of a cumulative grade point average of at least 2.0. In certain majors, a higher minimum grade point average may be required for degree completion.
3. Successful completion of the designated program requirements for a specific major and achievement of the appropriate grade point average in the major as specified by the departmental curriculum in the Departmental Programs section of this chapter.

4. Completion of the General Education Requirements for baccalaureate majors and achievement of the appropriate grade point average in these courses as specified in the General Education section of this chapter.

At the beginning of the semester in which the student hopes to complete all degree requirements, they must submit an application for a degree. This application should be obtained from, and returned to, the Records Office during the first three weeks of the semester.

ASSOCIATE DEGREE REQUIREMENTS

Specific requirements and recommended curricula for each degree program are described in the Departmental Programs section of this chapter. The general requirements for earning an associate degree at York College, which apply to all departmental associate degree programs, are:

1. Successful completion of at least 62 credit hours and matriculation in a specific academic program. To satisfy the college's residency requirement, the last 30 of these 62 credits must be earned at York College.
2. Achievement of a cumulative grade point average of at least 2.0. In some associate degree majors, a higher minimum grade point average may be required for degree completion.
3. Successful completion of the designated program requirements of a specific major and achievement of the appropriate grade point average in designated courses in the major as specified by the departmental curriculum in the Departmental Programs section of this chapter.
4. Completion of the General Education requirements for Associate Degree majors and achievement of the appropriate grade point average in these courses as specified in the General Education section of this chapter.

At the beginning of the semester in which the student hopes to complete all degree requirements, they must submit an application for a degree. This application should be obtained from and returned to the Records office during the first three weeks of the semester.

GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREE PROGRAMS:

All baccalaureate degree candidates must complete the Common Core Requirements, Area Distribution Requirements, and General Education Elective Requirements for the General Education program as described below. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100, which is primarily developmental in nature, may not be applied to degree requirements.

COMMON CORE REQUIREMENTS

Courses in the common core of study must be completed with a minimum grade of 2.0. Based on previous educational performance, students may be required to complete additional courses in the core to achieve the required level of competency in each area, or they may be exempted through the admissions placement or credit by examination process. The mathematics requirement may be satisfied by the completion of MAT111, or a higher level mathematics course.

WRT101 English Composition: (3 credits):

A course in writing strategies which is essential to all college students and to all careers. The course includes instruction in exposition, analysis, argument, and research techniques. Students are required to complete WRT101 within the first 45 credits of their program of study.

WRT200 Writing About Literature: (3 credits):

The Writing About Literature course provides opportunities for students to develop higher level reading, thinking, and writing skills. In this course, students will read literary works and prepare critical essays which explain and analyze the complexities of selections ranging from poems to short stories, dramas, and novels. Students are required to complete WRT200 within the first 45 credits of their program of study.

CM104 Human Communication: (3 credits):

This course will help students learn to use and evaluate effective communication behaviors. By using and analyzing the techniques of intrapersonal, interpersonal, small group, organizational, public, and mass communication, students will obtain the basic competencies required for successful verbal and nonverbal communication.

MAT111 Critical Thinking and Problem Solving in Mathematics: (3 credits):

This course will emphasize the use of mathematics to solve problems and will present situations where students develop critical thinking skills. Topics may include problem solving strategies, symbolism and algebra, functions and relations, geometry, discrete mathematics, probability and statistics, and deductive proof.

IFL101 Information Literacy: (2 credits):

The goal of this course is to assist students in developing skills which will enable them to function as information-literate individuals capable of using and applying current information technology. Students in this course will learn to determine when information is required, and will develop skills in acquiring information using library resources and computer technologies. Students will learn effective searching, evaluation of information, and use of the World Wide Web and Internet.

PE Physical Education Courses: (2 credits):

Physical Education courses are either $\frac{1}{2}$ credit (half of a semester), 1 credit, or 2 credit hours. Two credit hours of physical education are required for graduation, and students should select the course or courses of their choice to fulfill this requirement.

AREA DISTRIBUTION REQUIREMENTS

Each student must select courses to satisfy the following area distribution requirements from the list developed by the department and approved by the Academic Programs Committee (see below). A minimum of 12 credits must be at the 200 level or above. Courses may not be taken on a pass-fail basis.

Area I: Fine Arts and Humanities (6 credits)

Area II: Social and Behavioral Sciences (6 credits)

Area III: Laboratory Sciences (6-8 credits)

Area IV: American Civilization/Government; Western Civilization (6 credits)

Area V: International Studies/Foreign Language:

(6 credits in one of these two areas of study; if language is selected, both courses must be in the same language).

COURSES THAT WILL SATISFY AREA DISTRIBUTION REQUIREMENTS:

Courses which can be used to satisfy the area distribution requirements of the General Education program have been developed by individual departments and approved by the Curriculum Committee of the Academic Senate. These courses are marked in the Course Descriptions chapter of this Catalog, and are presented by course code in the list below.

Area I: Fine Arts and Humanities:

ART101, ART137, ART202, ART203, ART210, ART211, ART215, ART216, ART220, ART225, ART230, ART240, ART245, ART265, ART266, ART270, ART280, ART295, ART315, ART316, ART320, ART330, ART365, ART366, ART370, ART380, ART390, ART391, ART392, ART393, ART394, ART395, FLM216, FLM316, FLM362, HUM242, LIT160, LIT281, LIT282, LIT283, LIT284, LIT285, LIT286, LIT291, LIT323, LIT324, LIT341, LIT342, LIT343, LIT344/WGS344, LIT347, LIT382/WGS382, LIT389, LIT390, LIT391, LIT416, MUS150, MUS151, MUS152, MUS153, MUS154, MUS155, MUS160, MUS161, MUS162, MUS163, MUS164, MUS165, MUS166, MUS167, MUS168, MUS169, MUS170, MUS171, MUS172, MUS173, MUS174, MUS175, MUS176, MUS177, MUS181, MUS182, MUS200, MUS250, MUS251, MUS252, MUS253, MUS254, MUS255, MUS260, MUS261, MUS262, MUS263, MUS264, MUS265, MUS266, MUS267, MUS268, MUS269, MUS270, MUS271, MUS272, MUS273, MUS274, MUS275, MUS276, MUS277, MUS281, MUS286, MUS287, MUS288, MUS290, MUS300, MUS350, MUS351, MUS352, MUS353, MUS354, MUS355, MUS360, MUS361, MUS362, MUS363, MUS364, MUS365, MUS366, MUS367, MUS368, MUS369, MUS370, MUS371, MUS372, MUS373, MUS374, MUS375, MUS376, MUS377, MUS450, MUS451, MUS452, MUS453, MUS454, MUS455, MUS460, MUS461, MUS462, MUS463, MUS464, MUS465, MUS466, MUS467, MUS468, MUS469, MUS470, MUS471, MUS472, MUS473, MUS474, MUS475, MUS476, MUS477, PHL221, PHL222, PHL223, PHL224, PHL226, PHL231, PHL240,

PHL321, PHL331, PHL341, PHL351, PHL380/WGS380, PHL382, REL265, REL266, REL268, REL270, REL275, REL369, THE254, THE354

Area II: Social and Behavioral Sciences:

ANT220, ANT300, ECO200, ECO201, ECO300, G243, G341, G344, G345, G470 through G479, GER315, H245, H306, H307, H316, H317, H318, H333, H334, H340/WGS340, H342/WGS342, H351, H352, H353, H354, H355, H356, H357, H358, H411, H420, H427, H428, H441, H470, H471, H472, H473, H474, H475, H476, H477, H478, H479, PS242, PS260, PS262, PS302, PS303, PS305, PS306, PS312, PS361, PS362, PS363, PS368, PS371/H371, PS372/H372, PS471, PS472, PS473, PS474, PS475, PS476, PS477, PS478, PS479, PS480, PSY100, PSY320, PSY341, SOC100, SOC220, SOC225/WGS225, WGS200

Area III: Laboratory Sciences:

BIO110, BIO112, BIO120, BIO122/212, BIO124, BIO128, BIO150, BIO152, BIO210, BIO214, BIO220, BIO222, BIO230, BIO232, BIO240, CHM102, CHM114, CHM116, CHM122, CHM134, CHM136, CHM234, CHM236, ESS152, ESS154, PHY110, PHY112, PHY160, PHY260, PSC152, PSC154

Area IV: Western Civilization, American Civilization, and American Government:

H219, H220, H221, H222, PS141, PS 142

Area V: International Studies/Foreign Language:

FRN101, FRN102, FRN201, FRN202, FRN205, FRN315, FRN316, G350, GRM101, GRM102, GRM201, GRM202, GRM301, GRM315, GRM316, H227, H228, H233, H234, H235, H250, H303, H305, H330, H332, INT101, INT143, INT144, INT145, INT146, INT147, INT150, ITL101, ITL102, LAT101, LAT102, PS243, PS244, PS245, PS246, PS247, PS250, RUS101, RUS102, SPN101, SPN102, SPN201, SPN202, SPN205, SPN206, SPN301, SPN304, SPN315, SPN316, SPN415, SPN416, SPN435, SPN436

GENERAL EDUCATION ELECTIVES

Students must complete a minimum of 12 elective credits in courses outside their major field of study. These elective courses may be used to complete a minor, but no more than 6 credits of electives may be satisfied by physical education activity courses.

GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE DEGREE PROGRAMS:

All associate degree candidates must complete all courses in the Common Core Requirements (WRT101, WRT200, CM104, MAT111, IFL101, Physical Education), and achieve a grade of "2" or above in each course. In addition, associate degree candidates will complete a minimum of 3 credits in each distribution requirement area, and two of the five courses completed must be at the 200 level or above.

ACADEMIC MAJORS

MASTER S DEGREE PROGRAMS:

Master of Business Administration
 Master of Education
 Master of Science in Nursing

BACCALAUREATE DEGREE PROGRAMS:

Accounting	Information Systems/End User Support
Behavioral Science	Long-Term Care Administration
Biology	Management
Business Administration	Marketing
Chemistry	Mass Communication
Clinical Laboratory Science	Mathematics
Computer Science	Mechanical Engineering
Criminal Justice	Music
Education:	Music Industry and Recording
Elementary Education	Technology
Elementary Education/Special Education	Nuclear Medicine Technology
Secondary Education:	Nursing
Biology	Philosophy
English	Physical Science
Communication	Political Science
General Science	Professional Writing
Mathematics	Psychology
Social Sciences	Public Relations
Engineering Management	Recreation and Leisure Administration
English Literary Studies	Respiratory Care
Finance	Self-Designed Major
Fine Arts	Sociology
Forensic Chemistry	Spanish
General Music Education (K-12)	Speech Communication
Graphic Design	Sport Management
History	Theatre
Informatics	
Information Systems/Development	

ASSOCIATE DEGREE PROGRAMS:

Biology	Criminal Justice
Business Administration	Engineering
Chemistry	Fine Art

General Studies
Healthcare Coding
Mass Communication
Music

Philosophy
Physics
Political Science
Respiratory Care

ACADEMIC MINORS

The academic departments have developed a number of programs leading to an academic minor. All students completing a minor must earn a cumulative grade point average of 2.0 in these designated courses, and take a minimum of 9 credits of coursework in the minor at York College of Pennsylvania to have their minor appear on their transcript. The minor must be declared on the Baccalaureate degree application and will be verified by the department chair at the time of graduation. Courses used to complete a minor may not be taken on a pass/fail basis. A minor consisting of 15 to 20 credit hours may be obtained in the areas listed below:

Accounting	Management
Advertising	Marketing
African and African-American Studies	Mathematics
American History	Music
Anthropology	Music Industry
Art History	Operations Management
Business Administration	Organization Development
Biology	Peace Studies
Chemistry	Philosophy
Computer Science	Photography
Creative Writing	Physics
Criminal Justice	Political Science
Criminalistics	Professional Writing
Economics	Psychology
Entrepreneurial Studies	Public Administration
Film Studies	Public Relations
Finance	Quantitative Management
Fine Art	Religious Studies
French	Retailing
Geography	Sociology
German	Spanish
Gerontology	Special Education
Human Resource Management	Speech Communication
Human Services	Theatre
Information Systems	Visual Communication
International Business	Women's and Gender Studies
International Studies	World History
Literary Studies	

DEPARTMENTAL PROGRAMS & REQUIREMENTS

The programs of study offered at York College are provided through the College's ten academic departments:

<i>Department:</i>	<i>Office:</i>	<i>Chairperson:</i>
Behavioral Sciences	LS315D	Dr. Joshua Landau
Biological Sciences	LS206A	Dr. Deborah Ricker
Business Administration	BA201	Dr. Mary Meisenhelter
Education	A310A	Professor Patrick Massa
English & Humanities	LS233	Dr. Dennis Weiss
History & Political Science	LS309	Dr. Melvin Kulbicki
Music, Art, Communication	MAC206A	Dr. Brian Furio
Nursing	MKN138	Dr. Jacquelin Harrington
Physical Sciences	C211A	Dr. David Kaplan
Schmidt Library	L113A	Prof. Susan Campbell



DEPARTMENT OF BEHAVIORAL SCIENCES

The Behavioral Sciences Department offers baccalaureate degree programs in Behavioral Sciences, Criminal Justice, Long-Term Care Administration, Psychology, Recreation and Leisure Administration, and Sociology. These programs are designed to prepare students for careers in various aspects of the social and behavioral sciences and for graduate study in these and related fields. A Criminal Justice associate degree is also offered, and minors are available in Anthropology, Criminal Justice, Criminalistics, Psychology, and Sociology.

BACCALAUREATE DEGREE PROGRAMS

Bachelor of Science Degree in Behavioral Sciences

The Behavioral Sciences major offers a multidisciplinary approach to the study of human behavior. All students in the major must complete a core of courses designed to expose them to the concepts, theories, and research methodologies used in the behavioral sciences. Beginning in the sophomore year, students, in conjunction with their academic advisors, elect to concentrate in one of four areas. Behavioral Science majors cannot have a dual major with Sociology nor minor in Sociology. The area selected will depend upon the student's future career or academic aspirations.

The four tracks are:

- Human Services
- Applied Behavioral Sciences
- Community Studies
- Anthropology

The major is designed for students who either want to work in a socially oriented occupation or desire the ability to combine behavioral sciences with other applied disciplines.

Requirements for Graduation:

To be eligible for graduation, students majoring in Behavioral Science must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements. In addition, students majoring in Behavioral Sciences must maintain a 2.0 average in all major requirements, and will be required to complete a standardized outcome assessment test.

The required courses for the Behavioral Sciences major are:

A core of eight courses will be required of all Behavioral Science majors. These courses will expose students to the concepts and theories of the behavioral sciences and deliver the knowledge and experience necessary for either academic or applied research. The courses in the core will be:

SOC100	Introduction to Sociology
PSY100	General Psychology
ANT220	Cultural Anthropology OR ANT210 Physical Anthropology
SOC230	Development of Sociological Theory OR SOC235 Contemporary Sociological Theory, OR PSY343 Social Psychology
BEH260	Statistics for the Behavioral Sciences
SOC335	Research Methodology
SOC336	Research Methodology II
BEH490	Behavioral Science Seminar

Curriculum Tracks

Majors will select from one of four possible curriculum tracks. These tracks are:

- Human Services
- Applied Behavioral Sciences
- Anthropology
- Community Studies

Each track is composed of six or seven courses. Students will also be required to complete 12 hours of Behavioral Science electives. Thus, the major will require 54 hours of course work.

Human Services

The seven courses required in this track are:

SOC240	Theory and Policy for the Human Services Professional
SOC355	Design and Evaluation of Social Programs
SOC345	Human Services Techniques
PSY320	Developmental Psychology
SOC415	Grant Writing for Non-Profit Agencies OR REC355 Fundraising and Development for Nonprofit Organizations
BEH495	Internship

One of the following:

SOC305	Working with Children and Youth
GER320	Working with the Elderly
CJA110	Juvenile Delinquency (with permission of instructor)

Applied Behavioral Sciences

The six courses required in this track are:

SOC310	Complex Organizations OR PSY363 Industrial and Organizational Psychology OR MGT325 Organizational Behavior
SOC340	Urban Sociology
SOC355	Design and Evaluation of Social Programs
SOC410	Population Trends
SOC415	Grant Writing for Non-Profit Agencies

MKT200 Principles of Marketing OR MGT250 Principles of Management

Community Studies

The six courses required in this track are:

SOC315 Ethnic Minority Relations OR H306 Race and Racism
 SOC340 Urban Sociology
 G345 Urban Geography
 SOC350 Community Social Issues
 SOC410 Population Trends

Choice of one course from:

SOC220 American Social Problems
 PS151 Introduction to Public Administration
 PS242 State and Local Government

Anthropology

The seven courses required in this track are:

ANT220 Cultural Anthropology
 ANT210 Introduction to Physical Anthropology
 ANT325 Culture and Personality

Choice of four courses from:

ANT390 Topics in Cultural Anthropology
 ANT350 Anthropology of Aging
 ANT310 Advanced Physical Anthropology
 ANT230 Archeology
 ANT495-496 Internship in Anthropology

Behavioral Science (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Human Communication	3
Information Literacy	2
Critical Thinking/Prob. Solv. Math	3
General Psychology	3
Introduction to Sociology	3
Area I Distribution Requirements	6
Area IV Distribution Requirements	6
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Anthropology	3
Writing about Literature (WRT200)	3
Statistics	3

Sociological Theory	3
Area III Distribution Requirements	6–8
Track Course	3
Elective Courses	<u>12</u>
	33–35
<i>Junior Year</i>	<i>Credits</i>
Social Psychology	3
Research Methodology	3
Research Methodology II	3
Track Courses	9
Behavioral Science Electives	3
Area V Distribution Requirement	3
Electives Courses*	<u>6</u>
	30
<i>Senior Year</i>	<i>Credits</i>
Track Courses	6
Behavioral Science Electives	9
Area V Distribution	3
Behavioral Science Seminar	3
Electives Courses	<u>9</u>
	30

Bachelor of Science Degree in Criminal Justice

The Criminal Justice curriculum is designed to: (1) provide students with a basic understanding and comprehensive overview of the criminal and juvenile justice systems and security/asset protection field; (2) encourage a theoretical and informed inquiry into justice and security practices and policies; (3) develop introductory skills in research methodology and statistics; and to (4) prepare students for professional careers in criminal justice and private security as well as to provide a foundation for the advanced study of criminal justice, law, or other graduate studies.

Experiential learning (internship) opportunities are available with various agencies within the Criminal Justice system. Experiential learning is arranged through the Criminal Justice faculty. The application process must be completed prior to the semester when the experiential learning is to commence.

Requirements for Graduation:

To be eligible for graduation, students majoring in Criminal Justice must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Criminal Justice must maintain a 2.0 average in all required courses, and will be required to complete a standardized outcome

assessment test. Students cannot have more than two Criminal Justice courses with a grade less than "2."

The required courses for all Criminal Justice majors are:

PSY100	General Psychology*
SOC100	Introduction to Sociology*
SOC320	Criminology
CJA101	Introduction to Criminal Justice*
CJA110	Juvenile Delinquency
CJA203	Ethical Issues in Criminal Justice
CJA295	Criminal Justice Research Methods I
CJA296	Criminal Justice Research Methods II
CJA302	Criminal Law
CJA334	Policing in America
CJA336	Judicial Process
CJA337	Punishment/Corrections
CJA360	Criminal Justice Experiential Learning
CJA491	Senior Seminar

In addition, students must select a minimum of nine credits from the 300/400 level Criminal Justice electives listed below:

CJA303	Gender and Crime
CJA304	Legal Standards Asset Protection
CJA305	Criminal Investigation
CJA310	Victimology
CJA311	Crime Prevention and Physical Security
CJA323	Arson & Bomb Investigation
CJA341	Criminal Procedure
CJA347	Community Based Corrections
CJA348	Juvenile Justice
CJA349	Comparative Criminal Justice
CJA362	Scientific Techniques in Investigation
CJA364	Policing Communities
CJA380	Special Topics in Criminal Justice
CJA383	White Collar Crime
CJA386	Death Investigation
CJA401	Security Planning and Supervision
CJA403	Conflict Analysis and Management
CJA405	Substance Abuse and Management
CJA498	Independent Study

*A grade of "2" or better is required.

Criminal Justice (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Introduction to Sociology	3
General Psychology	3
Introduction to Criminal Justice	3
Information Literacy	2
Physical Education	2
Critical Thinking/Problem Solving in Math	3
Juvenile Delinquency	3
Area I Distribution Requirement	3
Orientation to Criminal Justice	1
Free Electives	<u>3</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Ethical Issues in Criminal Justice	3
Criminal Justice Research Methods I	3
Area II Distribution Requirements	6
Area III Distribution Requirements	6–8
Criminal Justice Research Methods II	3
Area V Distribution Requirement	3
Human Communication	3
Free Electives	3
Introduction to Sociology or General Psychology	<u>3</u>
	30–32

<i>Junior Year</i>	<i>Credits</i>
Criminology	3
Area IV Requirements	6
Free Elective	3
Criminal Law	3
Policing in America	3
Judicial Process	3
Punishment and Corrections	3
Experiential Learning in Criminal Justice	3
Criminal Justice Elective	<u>3</u>
	30

<i>Senior Year</i>	<i>Credits</i>
Senior Seminar	3
Criminal Justice Electives	6
Area I Distribution Requirement	3
Area V Distribution Requirement	3
Free Electives	<u>16–18</u>
	31–33

Bachelor of Science Degree in Long-Term Care Administration:

Employment opportunities are continuing to increase in the growing long-term care field. Long-term care, in addition to nursing facilities, includes personal care, assisted living, home healthcare, retirement living, and specialized services, such as rehabilitation and day services. This degree prepares students for many career paths associated with provision of services in these areas. Some of these career paths include: Administrative positions, Social Work, Marketing, Human Resource Management, Insurance and Sales related to long-term care needs, Special Care Unit Managers, Advocates, and Business Office Managers. Well-prepared professionals are in demand for all of these opportunities. The degree in Long-Term Care Administration equips individuals with both the knowledge and the skills to meet the demands and challenges of working in this constellation of services. Graduates of this program will have completed the core knowledge hours (120 hours) required by the State Board of Examiners of Nursing Home Administrators in Pennsylvania.

Requirements for Graduation:

To be eligible for graduation, students majoring in Long-Term Care Administration must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Long-Term Care Administration must maintain a 2.0 average in all required courses, and will be required to complete a standardized outcome assessment test.

The required courses for the major in Long-Term Care Administration include:

PSY100	General Psychology
SOC100	Introduction to Sociology
SOC345	Human Services Techniques
GER315	Social Aspects of Aging
GER410	Clinical Aspects of Aging
LTC210	Regulatory Issues in LTC
LTC220	General Administrative Issues in LTC
LTC310	Fiscal Issues in LTC
LTC320	Resident Services in LTC
LTC495-497	Administrator in Training*
ACC220	Financial Accounting
MKT200	Principles of Marketing
MKT250	Principles of Management
MGT320	Human Resource Management

*This course is taken on-site in a long term care facility. LTC495-497 requires 480-600 hours of on-site work. Scheduled meetings on campus are also required. Daytime, evening, and weekend hours may be required to fulfill these placements.

BEH260 OR QBA260	Statistics
PS242	Political Science

Long-Term Care Administration (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Human Communication	3
General Psychology	3
Introduction to Sociology	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area III Distribution Requirements	6–8
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	<u>1</u>
	30–32
<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Elective	6
Accounting	3
Statistics	3
Principles of Management	3
Political Science	3
Long-Term Care Course (210, 220, 310, OR 320)	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	<u>1</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Human Services Techniques	3
Principles of Marketing	3
Human Resource Management	3
Long-Term Care Courses	6
Electives	3–6
Social Aspects of Aging	3
Area I Distribution Requirements	<u>6</u>
	27–30
<i>Senior Year</i>	<i>Credits</i>
Clinical Aspects of Aging	3
Long-Term Care Course	3
Administrator in Training*	12–15
Electives	<u>12</u>
	30–33

*This course requires 480–600 hours of work at an approved facility.

Bachelor of Science Degree in Psychology

The psychology major at York College of Pennsylvania is designed to provide students with the necessary background to pursue a number of professional careers within and related to psychology. Core and Area Requirements have been designated to provide the integral background for further educational and professional growth. Electives, both within and outside the psychology field, allow the student to concentrate on his or her individual career goals and needs.

The selection and sequencing of these courses must be done with the advisement of the psychology faculty. The psychology faculty are prepared to assist each student in preparing for his or her career and graduate school goals. It is imperative that each psychology major meet with their advisor at least once a semester. A program advising guide is available from advisors or is available on-line through the Behavioral Sciences Department webpage under psychology major.

Students who declare psychology as a major after the first semester of the freshman year must see the psychology program coordinator.

Requirements for Graduation:

To be eligible for graduation, students majoring in Psychology must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Psychology must maintain a 2.0 average in all major requirements, and are required to complete a standardized outcome assessment examination, exit interview, exit survey, and maintain a portfolio of papers from certain classes-see advisor for portfolio requirements. No more than two courses in the major may be completed with a grade of 1.0 or below.

Requirements for Major/Minor in Psychology:

1. To complete a major in psychology, a minimum of 24 credit hours, including PSY370, PSY472, PSY490, and 12 credits of psychology area courses must be completed at York College.
2. A minor in psychology requires 18 credit hours; a minimum of 12 credit hours at the 300 level or above must be completed at York College.
3. 100 level or 200 level transfer courses in psychology cannot be used to satisfy 300 or 400 level psychology course requirements. These courses will be transferred as free electives.

The required courses for all Psychology majors are:

PSY150	Introduction to Psychology I ¹
PSY200	Essential Skills and Tools of Psychology
SOC100	Introduction to Sociology

¹Transfer students should see the Psychology program coordinator if General Psychology has already been taken.

One Biology course with a laboratory component (select from Fundamentals of Human Biology² **OR** General Biology² **OR** Biology I²)

One additional Laboratory Science course

PSY270	Design and Analysis I
PSY271	Design and Analysis II
PSY370	Design and Analysis III
PSY472	History and Systems
PSY490	Psychology Seminar

In addition to the required courses above, students must complete 12 credits across three Area Requirements. The following courses are the Area Requirements to be selected by the student in consultation with their faculty advisor. These courses should normally be taken during the second and third years of study.

Area A. Choose one of the following: 3 credits

PSY351	Biological Bases of Behavior
PSY354	Sensation and Perception
BIO306	Animal Behavior

Area B. Choose two of the following: 6 credits

PSY320	Developmental Psychology
PSY341	Abnormal Psychology
PSY343	Social Psychology
PSY345	Personality

Area C. Choose one of the following: 3 credits

PSY307	Cognitive Psychology
PSY309	Theories of Learning

The following are the psychology electives. These courses are designed to assist the students in meeting their career goals. A minimum of three courses (9 credit hours) must be completed in electives. Courses listed above as Area Courses may also be taken as elective courses if they are not being counted as an Area Course. Students are to confer with their advisor concerning these courses. The concentration courses are to be taken during the third and fourth years.

PSY310	Brain and Behavior
PSY325	Adult Development
PSY327	Psychology of Exceptional Children
PSY363	Industrial and Organizational Psychology
PSY365	Psychological Testing and Assessment
PSY380-399	Special Topics in Psychology
PSY421	Psychology Internship

²These courses fill Laboratory Sciences Area Distribution Requirements.

PSY422	Psychology Internship ³
PSY431	Senior Teaching Practicum
PSY432	Senior Teaching Practicum ⁴
PSY441	Counseling Theories in Psychology
PSY498	Independent Study in Psychology
PSY499	Independent Study in Psychology ³

Free Electives: 30–34

No more than two courses (including laboratory science and Sociology) in the major may have a grade of 1.0 or below.

Psychology Major (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Writing About Literature (WRT200)	3
Information Literacy	2
Critical Thinking and Problem Solving	3
Introduction to Psychology	3
Essential Skills and Tools of Psychology	3
Introduction to Sociology	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area V Distribution Requirement	3
Human Communication	<u>3</u>
	32
<i>Sophomore Year</i>	<i>Credits</i>
Design and Analysis I and II	6
Psychology Area Requirements	9
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Biology	4
Physical Education	<u>1</u>
	32
<i>Junior Year</i>	<i>Credits</i>
Psychology Area Requirements	3
Psychology Electives	6
Area IV Distribution Requirement	3
Free Electives	15–16
Physical Education	1
Design and Analysis III	<u>3</u>
	31–32

³Only a total of 6 credits permitted for internship/independent study.

⁴Up to 2 credits.

<i>Senior Year</i>	<i>Credits</i>
History and Systems of Psychology	3
Psychology Seminar	3
Psychology Elective	3
Free Electives	15–17
Science Lab Elective	<u>4</u>
	28–30

Bachelor of Science Degree in Recreation and Leisure Administration

The Bachelor of Science Degree in Recreation is accredited by the National Recreation and Park Association—American Association for Leisure and Recreation.

Recreation and Leisure Administration Mission Statement:

The Recreation and Leisure Administration Program at York College of Pennsylvania is designed to provide students with the necessary background to pursue a variety of professional careers within and related to the field. Core and area requirements have been designed to provide the integral background for further educational and professional growth. Electives, both within and outside the Recreation and Leisure program, allow the students to concentrate on their individual career goals and needs.

Recreation and Leisure Administration Program Goals

The faculty of the Recreation and Leisure Administration Program intends that graduates of the program will:

- a. Demonstrate the knowledge of Recreation and Leisure Administration needed to successfully pursue graduate education in the field;
- b. Possess the technical and conceptual skills required for entry-level professional careers in Recreation and Leisure service occupations;
- c. Be successful in utilizing their degree to obtain the appropriate certification for their emphasis area within the Recreation and Leisure field;
- d. Demonstrate leadership skills required for successful career advancement in recreation and leisure service occupations.

Two areas of emphasis are available. The Community Recreation emphasis is geared toward professional preparation for careers in federal, state, and local public recreation and park agencies, private and voluntary agencies, armed forces, industrial recreation, commercial recreation, church recreation, and travel and tourism. Flexibility within this option will permit students to focus on a specific type of agency or setting.

Upon successful completion of all college and certification requirements, graduates with a therapeutic recreation emphasis are eligible to apply to take the examination for certification as a Certified Therapeutic Recreation Specialist from the National Council for Therapeutic Recreation Certification. Graduates with either emphasis are eligible to apply to take the examination as a Certified Park and Recreation Professional through the National Certification Board.

The selection and sequencing of courses should be done through advisement by the Recreation and Leisure Administration faculty. Majors should see their advisor each semester.

Requirements for Graduation:

To be eligible for graduation, students majoring in Recreation must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Recreation must maintain a 2.0 average in all major requirements, and may be required to complete a standardized outcomes assessment test.

The required courses for all Recreation and Leisure Administration students are:

PSY100	General Psychology
SOC100	Introduction to Sociology
REC101	Recreation and Leisure in Modern Society
REC103	Leadership in Recreation and Leisure Activities
REC221	Recreation Practicum
REC311	Introduction to Therapeutic Recreation
REC421-423	Recreation Directed Field Experience (9 credits) OR
REC425-427	Recreation Directed Field Experience (9 credits)
REC450	Recreation Administration
REC491	Recreation Seminar

Community Recreation Emphasis

REC301	Group Dynamics
REC333	Organizing Community Recreation
REC392	Selected Topics in Recreation

OR**Therapeutic Recreation Emphasis**

REC331	Leadership in Therapeutic Recreation
REC343	Organizing Therapeutic Recreation
SOC345	Human Services Techniques

Recreation Electives (three courses from the following list):

REC250	Special Events Planning
REC310	Outdoor Recreation
REC355	Fundraising and Development for Nonprofit Organizations
REC400	Leisure and Aging
REC401	Recreation Facilities Management
REC424 or REC428	Recreation Directed Field Experience
REC498	Independent Study

Therapeutic Recreation Emphasis majors may also select from Community Recreation Emphasis requirements listed above.

Community Recreation Emphasis majors may also select REC331 Leadership in Therapeutic Recreation or REC343 Organizing Therapeutic Recreation.

Therapeutic Recreation Certification eligibility requires in addition to the above:

PSY341	Abnormal Psychology
N201	Human Development in Health Care

One of the following Biology/Laboratory courses:

BIO220/221	Human Anatomy and Physiology I/Laboratory OR
BIO222/223	Human Anatomy and Physiology II/Laboratory

Recreation and Leisure Administration Major
(suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Recreation and Leisure in Modern Society	3
Leadership in Recreation and Leisure Activities	3
English Composition (WRT101)	3
General Psychology	3
Introduction to Sociology	3
Information Literacy	2
Area I Distribution Requirements	6
Area V Distribution Requirement	3
Electives	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Elective	3
Recreation Practicum	3
Introduction to Therapeutic Recreation	3
Human Communication	3
Critical Thinking/Problem Solving in Math	3
++(choice from above for therapeutic certification) OR Elective	3
Physical Education	2
Writing About Literature (WRT200)	3
Area III Distribution Requirements	6-8
Area V Distribution Requirement	<u>3</u>
	32-34

<i>Junior Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Area IV Distribution Requirements	6
Recreation Electives	6
++(choice from above for therapeutic certification) OR Elective	6

<i>(Therapeutic Emphasis)</i>	
Organizing Therapeutic Recreation	3
Leadership in Therapeutic Recreation	3
Human Services Techniques	3

OR

<i>(Community Emphasis)</i>	
Group Dynamics	3
Organizing Community Recreation	3
Selected Topics	3
Electives	<u>6</u>
	33

<i>Senior Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Recreation Seminar	3
Directed Field Experience	9
Recreation Elective	3
Recreation Administration	3
Electives	<u>7-9</u>
	25-27

Bachelor of Science Degree in Sociology

Sociology deals with the nature and workings of human group life. As a science it examines social groups, categories, and society as a whole. It uses a particular frame of reference unique to the discipline. Employing statistical analysis as well as other forms of research, sociologists seek to understand how our society works. A major in Sociology is designed to provide preparation for pursuing graduate study and/or entry into vocations where sociological training is desirable (e.g. social agencies, personnel work in business, social planning in governmental agencies, and organizations in which survey research is conducted). Internships may be available with local agencies which allow selected students to apply theory to realistic situations.

Requirements for Graduation:

To be eligible for graduation, students majoring in Sociology must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Sociology must maintain a 2.0 average in all major requirements, and will be required to complete a standardized outcomes assessment test.

The required courses for the Sociology major are:

PSY100	General Psychology*
SOC100	Introduction to Sociology*
BEH260	Statistics
BEH490	Behavioral Science Seminar OR
SOC490	Sociology Seminar
SOC220	American Social Problems
SOC230	Development of Sociological Theory
SOC235	Contemporary Social Theory
SOC335	Research Methodology I
SOC336	Research Methodology II

In addition, students must select a minimum of 18 credits from the following:

GER315	Social Aspects of Aging
PSY343	Social Psychology
SOC210	Drug and Alcohol Addiction
SOC215	Law and Society
SOC225/WGS225	The Family
SOC310	Sociology of Organizations
SOC315	Ethnic and Minority Relations
SOC320	Criminology
SOC330	Sociology of Religion
SOC340	Urban Sociology
SOC345	Human Services Techniques
SOC410	Population Trends
SOC420-422	Topics in Sociology
SOC495-496	Internship**
SOC498-499	Sociology Independent Study**

Sociology Major (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Human Communication	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
General to Psychology	3
Introduction to Sociology	3
Area I Distribution Requirements	6
Area IV Distribution Requirements	6
Physical Education	<u>2</u>
	31

*Courses satisfy Area II Distribution Requirements

**See advisor prior to scheduling these courses.

<i>Sophomore Year</i>	<i>Credits</i>
American Social Problems	3
Statistics	3
Development of Sociological Theory	3
Contemporary Sociological Theory	3
Writing About Literature (WRT200)	3
Area III Distribution Requirement	3-4
Elective Courses*	<u>15</u>
	33-34

<i>Junior Year</i>	<i>Credits</i>
Research Methodology I and II	6
Sociology Electives	9
Area III Distribution Requirement	3-4
Area V Distribution Requirements	6
Elective Courses*	<u>6</u>
	30-31

<i>Senior Year</i>	<i>Credits</i>
Sociology Courses	9
Behavioral Science/Sociology Seminar*	3
Elective Courses*	<u>18</u>
	30

ASSOCIATE DEGREE PROGRAMS:

Associate of Science Degree in Criminal Justice:

To be eligible for graduation, students must complete a minimum of 65 credits. In addition, students must maintain a 2.0 average in all major requirements, earn a cumulative G.P.A. of 2.0, satisfy the College's residence requirements, and complete the Associate Degree General Education requirements of the College.

The required courses for the Criminal Justice Associate Degree are:

CJA100	Orientation to Criminal Justice
CJA101	Introduction to Criminal Justice
CJA110	Juvenile Delinquency
CJA203	Ethical Issues in Criminal Justice

AND 18 credits of 100/200 level courses in accounting, anthropology, behavioral sciences, criminal justice, geography, information systems, management, political science, psychology, or sociology.

*It is especially important to see your advisor before scheduling these courses.

Behavioral Sciences Department Minors:

Students majoring in Criminal Justice may not minor in Criminal Justice but may minor in Criminalistics. However, with the exception of CJA101, none of the courses required for the Criminalistics minor may be used to fulfill requirements for the major or another minor.

Anthropology Minor (18 credits)

ANT210	Physical Anthropology
ANT220	Cultural Anthropology
ANT310	Advanced Physical Anthropology
ANT325	Culture and Personality

Any two of the following courses:

ANT350	Anthropology of Aging
ANT390, 391, 392	Selected Topics Anthropology
INT101	Introduction to Indo-European Languages and Folklore
LIT320	Introduction to Linguistics
BEH495, BEH496	Behavioral Sciences Cooperative Internship*
ANT498, ANT499	Independent Study in Anthropology

Asset Protection (18 credits)

CJA102	Introduction to Asset Protection
CJA202	Principles of Asset Protection
CJA304	Legal Standards of Security/Asset Protection

Three courses from the following:

CJA225	Criminal Investigation
MGT250	Principles of Management
CJA401	Security Planning and Supervision
IFS105	Personal Productivity Computing
	Accounting Elective

Criminal Justice (18 credits)

CJA101	Introduction to Criminal Justice
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Five other courses in Criminal Justice, of which a minimum of 9 credits must be at the 300/400 level.

Criminalistics Minor (18 credits)

CJA101	Introduction to Criminal Justice
CJA225	Criminal Investigation
CJA230	Introduction to Criminalistics
CJA323	Arson, Bomb, and Ballistics Investigation

*Only special anthropological internships apply; see advisor six weeks prior to registration.

- CJA362 Scientific Techniques in Investigation
FCM410 Forensic Body Fluid Analysis

Gerontology Minor (18 credits)

- ANT350 Anthropology of Aging
GER315 Social Aspects of Aging
GER410 Clinical Aspects of Aging

Any three of the following courses:

- BEH495, BEH496 Behavioral Science Cooperative Internship**
GER320 Working with the Elderly
GER330 Final Separation
GER390, GER391, GER392 Topics in Gerontology
GER498, GER499 Gerontology Internships

Human Services Minor (18 credits)

- SOC240 Theory and Policy for the Human Services Professional
SOC355 Design and Evaluation of Social Programs
SOC415 Grant Writing for Non-Profit Agencies OR
REC355 Fundraising
SOC345 Human Services Techniques
REC301 Group Dynamics and Leadership

One of the following courses:

- SOC305 Working with Children and Youth
GER320 Working with the Elderly
CJA110 Juvenile Delinquency
PSY320 Developmental Psychology

Psychology Minor (18 credits)

- PSY100 General Psychology OR
PSY150 Introduction to Psychology I

Select five courses from the following advanced Psychology courses:

- PSY151 Introduction to Psychology II
PSY307 Cognitive Psychology
PSY309 Theories of Learning
PSY320 Developmental Psychology
PSY325 Adult Development
PSY327 Psychology of Exceptional Children
PSY341 Abnormal Psychology
PSY343 Social Psychology
PSY345 Personality

**Only special gerontology internships apply; see advisor six weeks prior to registration.

PSY351	Biological Bases of Behavior
PSY354	Sensation and Perception
PSY360	Psychology of Learning
PSY363	Industrial and Organizational Psychology
PSY365	Psychological Testing and Assessment
PSY380-399	Special Topics
PSY441	Counseling Theories in Psychology
PSY472	History and Systems in Psychology

Note: To complete a minor in Psychology, a minimum of 12 credit hours at the 300 level or above must be completed at York College of Pennsylvania.

Sociology Minor (18 credits)

SOC100	Introduction to Sociology
SOC220	American Social Problems

One course selected from the following:

SOC230	Development of Sociological Theory
SOC235	Contemporary Sociological Theory

Select three courses from the following:

SOC210	Drug/Alcohol Addiction
SOC225/WGS225	The Family
SOC215	Law and Society
SOC310	Sociology of Organizations
SOC315	Ethnic/Minorities
SOC320	Criminology
SOC330	Sociology of Religion
SOC340	Urban Sociology
SOC343	Social Psychology
SOC345	Human Services Techniques
SOC410	Population Trends
SOC490	Sociology Seminar



DEPARTMENT OF BIOLOGICAL SCIENCES

The Department of Biological Sciences offers Baccalaureate degree programs in Biology, Secondary Education-Biology, and the Allied Health fields of Nuclear Medicine Technology, Respiratory Care and Healthcare Coding. The Biology program is broad-based, and designed to prepare students for graduate studies or for professional programs in a variety of fields, including medicine or other health-related career. Graduates may seek employment immediately in biology-related areas such as environmental science or biotechnology. The Secondary Education-Biology program prepares students for certification as secondary education biology teachers. The Allied Health programs are professionally accredited, and prepare students for careers as nuclear medicine technologists or respiratory therapists. The Department also offers Associate degree programs in Biology, Respiratory Care, and Healthcare Coding. A Healthcare Coding Specialist certificate and a minor in Biology are also available.

Allied Health Programs

York College offers a number of programs for students interested in the health fields, and these majors are offered through different departments of the College. All these programs provide students with the training to obtain employment in their respective medical fields immediately upon graduation or, in some cases, following their completion of certification examinations required in certain specialties. Four-year Baccalaureate programs include Respiratory Care and Nuclear Medicine Technology in the Biological Sciences Department, Clinical Laboratory Science in the Physical Sciences Department, and Long Term Care Administration in the Behavioral Sciences Department. The Nursing program is housed in its own department. Associate degree programs are offered through Biology in Respiratory Care and Healthcare Coding, as well as a certificate program in Healthcare Coding. Information concerning these programs can be found within each department.

Students interested in health careers requiring postgraduate work (i.e., medicine, physical therapy, etc.) typically major in biology or chemistry and are advised by the Health Professions Committee of the college. Consult the respective departments and/or the Health Professions Committee at the College for more information.

Bachelor of Science Degree in Biological Sciences

The Biology program provides the student with a solid and rigorous foundation in biology, emphasizing a balance between the molecular/cellular and organismal/population areas of the field. Recognizing the many sub-specialties in biology, the curriculum is also flexible, allowing the student to design an area of emphasis that matches their unique interests and goals. Students are given numerous opportunities to expand their writing and speaking abilities, not only through their laboratory and classroom experiences, but also in selected courses such as Introduction to Scientific Research and Senior Thesis. The Biology program has a strong chemistry and physics component, and many biology majors acquire a minor in chemistry by taking an

additional chemistry course such as Instrumental Analysis. This allows graduates to qualify for jobs that require skills in both biology and chemistry.

While mastery of subject matter is of prime importance, the curriculum also emphasizes the process of scientific inquiry through laboratory experimentation. Students design and conduct experiments both within their courses and outside of the classroom. Students are encouraged either to participate in undergraduate research projects with York College faculty or to arrange a summer research experience with faculty at other institutions around the country. York College faculty offer a wide range of research opportunities for the student. Students, with their faculty mentors, may present their research findings at state and national scientific meetings. Papers have recently been presented by student-faculty teams in the areas of neurophysiology, exercise physiology, ornamental horticulture, plant development, animal behavior, microbial physiology and environmental microbiology. Additional research opportunities are available for students in molecular and cellular biology, genetics, toxicology, oncology, biochemistry, marine and terrestrial ecology, and reproductive physiology.

Many students earn credit through an internship or independent study by working in a learning environment off-campus. Examples include biotechnology companies, local hospitals, environmental firms, nature centers or pharmaceutical laboratories. The skills and attitudes acquired in the workplace not only enhance the educational process at the college, but also provide a potential place of employment after graduation.

A college-wide, Health Professions Committee exists on campus specifically to advise students interested in Medicine, Veterinary Science, Optometry, Physical Therapy and other professional careers based in the sciences. There is no pre-professional major at the college since professional schools prefer that applicants major in a traditional undergraduate discipline, such as biology or chemistry, rather than follow a specific program geared to one profession, such as pre-med. The committee forms a second tier of advisors for pre-professional students in addition to their major advisor. Committee members assist students in designing a course sequence and in choosing other related activities that will strengthen their professional school applications. They work closely with students from their freshman year until the application process is completed.

In addition to supportive advising, students who wish to pursue clinical careers may also choose to participate in courses offered through the Department of Biological Sciences in collaboration with York Hospital. These courses permit students to gain first-hand experience in a clinical setting by allowing them to shadow physicians in various departments, take part in weekly hospital grand rounds, participate in clinical research, and pursue an advanced study of human anatomy and disease.

The Department of Biological Sciences is a member of the Marine Science Consortium at Wallops Island, Virginia. This consortium of colleges in Pennsylvania was formed to provide a field station for students to study and conduct research in the marine sciences. The Marine Biology and Oceanography courses conduct their laboratory component at this site. York College students may also choose from a wide array of courses offered at the station during the summer. Biology majors may take these courses as upper division electives for the major. Some courses are designed for non-science majors as well. The student must apply for credit to both the college and

the consortium in order to participate in these courses. Additional fees to the Consortium are required to cover food and lodging. A catalog describing the courses is available on the Consortium webpage.

Requirements for Graduation:

To be eligible for graduation, students majoring in Biology must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 in all Biology courses, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students transferring into Biology must complete at least four Biology courses at York College in order to graduate as a Biology major. Acceptable courses are determined by the major advisor and the department chair.

The required courses for the Biological Sciences major are:

CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I
PHY112	General Physics II
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II** OR
BIO350	Biochemistry
BEH260	Statistics
BIO150	Biology I
BIO152	Biology II
BIO200	Intro. to Scientific Research
BIO240	Genetics
BIO300	Ecology
BIO400	Senior Thesis

Upper Division Biology Electives: 20 credits

Students must choose one course from the cellular/subcellular category and one course from the organismal/ population category of the upper division biology electives. The remaining 12 required credits must also be chosen from these categories.

Cellular/Subcellular

BIO330	Biology of Microorganisms
BIO350	Biochemistry
BIO354	Immunology
BIO356	Reproduction and Developmental Biology
BIO358	Cell and Molecular Biology

**Many graduate programs in biological science and most medical-related post-baccalaureate programs require both Organic Chemistry and Biochemistry. Check the requirements of those institutions and programs.

Organismal/Population

BIO302	Zoology
BIO304	Botany
BIO306	Animal Behavior
BIO308	Animal Physiology
BIO310	Plant Morphology
BIO312	Plant Systematics
BIO324	Marine Ecology of the Chesapeake Bay
BIO370	Evolutionary Biology
BIO412	Adv. Seasonal Flora

Students have the option of taking ONE course at the Wallops Island Marine Science Consortium (courses with YMS prefix) which will fulfill an organismal/population elective

Free Electives 17 credits (Science electives are recommended)

Biology (suggested course sequence)*Freshman Year*

	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Applied Calculus	3
Human Communication	3
Information Literacy	2
Physical Education	2
Biology I & II	8
General Chemistry I & II	<u>8</u>
	32

Sophomore Year

	<i>Credits</i>
Introduction to Scientific Research	3
Genetics	4
Statistics	3
Organic Chemistry I & II	
(or Organic Chemistry I and Biochemistry during junior year)	8
Upper Division Biology Elective	4
Area I Distribution Requirements	3
Area II Distribution Requirements	6
Free elective	<u>3</u>
	34

Junior Year

	<i>Credits</i>
Ecology	4
General Physics I & II	8
Upper Division Biology Elective	4
Area I Distribution Requirements	3
Area IV Distribution Requirements	6
Area V Distribution Requirements	<u>6</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Senior Thesis	1
Upper Division Biology Electives	12
Free electives	<u>14</u>
	27

Bachelor of Science Degree in Nuclear Medicine Technology

Nuclear Medicine Technology Major will prepare the student for a professional career as a nuclear medicine technologist. Nuclear Medicine is a specialty area of medical practice that uses radioactive substances and sensitive instrumentation to help diagnose and treat certain diseases. This specialty is directed by a nuclear physician who receives added training, beyond medical school, in the proper use and handling of radioactive substances. The Nuclear Medicine Technologist is an individual who receives training to perform the many patient procedures which will assist the nuclear physician in diagnosis and treatment. This individual is trained in the instrumentation used to perform body function studies, imaging procedures, and special laboratory tests done on various body fluids (such as blood samples). Upon successful completion of the program and the registry examination of Nuclear Medicine Technology, the individual is certified as a Nuclear Medicine Technologist.

Students pursuing the Bachelor of Science Degree in Nuclear Medicine Technology will spend three years at York College followed by a clinical year at one of the affiliated hospitals* of the Lancaster General College of Nursing and Health Sciences. Admission to York College does not guarantee admission to the hospital clinical year. Students will follow the prescribed courses of study for the first three years at the College. The student must earn a minimum of "C" in each of the required supporting courses with an average of 2.5 in science and mathematics as well as a cumulative grade point average of 2.5 in order for the College to recommend the student for the clinical year. At the end of the Fall semester of the junior year the student will make application for the clinical year through the Coordinator of Nuclear Medicine at the College. The Advisory Committee of the Lancaster General College of Nursing and Health Sciences will decide which students can be accepted into the clinical year and will also designate the hospital assignment. The students will be notified when the selection process is completed. The students will then be required to complete application to the specific hospital with all necessary forms and payment of preliminary fees.

The clinical year begins in August and is twelve months in duration. Three days per week are devoted to clinical practice and one day per week is spent in classroom instruction. This may involve commuting one day a week to one of the affiliated hospitals.

Upon successful completion of the Nuclear Medicine Technology Program a Bachelor of Science degree in Nuclear Medicine from York College and a Certificate

* Program is accredited by the Joint Review Committee on Education in Nuclear Medicine Technology. The affiliated hospitals are Lancaster General Hospital, York Hospital, Memorial Hospital, Washington County Hospital, Harrisburg Hospital, Reading Hospital, Good Samaritan Hospital, Penninsula Regional Medical Center.

in Nuclear Medicine Technology from the Lancaster General College of Nursing and Health Sciences will be awarded. This qualifies the individual to take one of the national registry examinations** in order to become a Certified Nuclear Medicine Technologist.

In addition, an individual with training from another field or another degree such as Medical Technology, Nursing, Biology, etc., may apply for the clinical year as a student with advanced status. This individual would receive a certificate after successfully completing the program and would also be eligible to take one of the national registry examinations for Certified Nuclear Medicine Technologists.

Requirements for Graduation:

To be eligible for graduation, students majoring in Nuclear Medicine Technology must complete a minimum of 129 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Nuclear Medicine Technology must earn a grade of 2.0 in all major requirements with an average of 2.5 in science, math, and required major courses.

The required courses for the Nuclear Medicine Technology major are:

BIO150	Biology I
CHM134	General Chemistry I
CHM136	General Chemistry II
CHM234	Organic Chemistry I
BIO220	Human Anatomy & Physiology I
BIO222	Human Anatomy & Physiology II
BIO230	Microbiology
BIO354	Immunology
BIO350	Biochemistry
PHY112	General Physics II
HCC215	Medical Terminology
BEH260	Statistics
MAT120	Applied Calculus
BIO100	Introduction to Allied Health

It is suggested that students take more than the required credits needed for graduation by taking:

CHM338	Instrumental Analysis
IFS105	Personal Productivity Computing

Clinical Year: 30 Credits

** Nuclear Medicine Technology Certification Board (NMTCB), and American Registry of Radiologic Technologists (ARRT).

The fourth year of courses (30 credits) consists of a hospital practicum at one of the hospitals of the Lancaster General College of Nursing and Health Sciences.

A cumulative grade point average of 2.5 or greater is necessary in order for the College to recommend the student to the Advisory Committee of the Lancaster General College of Nursing and Health Sciences for the clinical year. The College cannot guarantee the student a position at a hospital for the clinical year.

Nuclear Medicine Technology (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Biology I	4
General Chemistry I and II	8
Applied Calculus	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Free Electives	6
Physical Education	2
Introduction to Allied Health	<u>1</u>
	36

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Information Literacy	2
Organic Chemistry I	4
Physics II	4
Microbiology	4
Area I Distribution Requirements	6
Area IV Distribution Requirements	3
Area V Distribution Requirements	<u>6</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Biochemistry	4
Immunology	4
Human Anatomy and Physiology	8
Statistics	3
Personal Productivity Computing	3
Free Electives	6
Area II Distribution Requirement	<u>3</u>
	31

<i>Senior Year</i>	<i>Credits</i>
<i>(Clinical Practicum)</i>	
Nuclear Medicine Theory	14
Nuclear Medicine Practicum	<u>16</u>
	30

Bachelor of Science Degree in Respiratory Care

The Respiratory Care Program prepares the student for a professional career as a respiratory therapist. Respiratory Care is an allied health specialty instrumental in the diagnosis, treatment, management, and preventive care of patients with cardiopulmonary problems. Respiratory Care offers persons interested in caring for others an opportunity to serve as vital members of the health care team.

Applicants to the Respiratory Care programs must have graduated from high school or have earned a state equivalency diploma and must exhibit evidence of a strong background in a college preparatory program. A minimum "C" average is required in high school biology, chemistry and algebra. Applicants must tour a Respiratory Care department. Applicants may be asked to attend an interview with the Respiratory Care Program Director, Clinical Coordinator, or Medical Director. Size of the classes are limited. Transfer students will be considered for admission to the program on an individual basis.

Respiratory Care students should be prepared for expenses in addition to those identified as tuition, fees, and room and board costs. Most additional expenses relate to costs for uniforms, supplies such as a stethoscope, medical insurance, textbooks, membership in professional organizations and other supplies.

Classroom, laboratory, and clinical facilities at the York Hospital will be utilized for the Respiratory Care courses. Students will also receive clinical education at secondary clinical affiliates. Students will be responsible for their own transportation to and from Respiratory Care classes, laboratories, and clinical experience.

Successful completion of the 2-year Respiratory Therapist Program qualifies the individual to take the Certified Respiratory Therapist (CRT) examination administered by the National Board for Respiratory Care (NBRC). Successful completion of the three- or four-year Respiratory Therapist Program qualifies the individual to take the CRT and Registered Respiratory Therapist (RRT) examinations administered by the NBRC. "Successful completion" is defined as a minimum of a "C" or better in all courses.

The clinical courses in Respiratory Care may not be scheduled according to conventional semester scheduling and may include clinical scheduling during evenings and nights.

All Respiratory Therapist Programs are fully accredited by the Commission on Accreditation of Allied Health Education Programs.

Requirements for Graduation:

To be eligible for graduation, students majoring in Respiratory Care must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Respiratory Care must maintain a 2.0 average in all major requirements.

The required courses for the Respiratory Care major are:

General

BIO150 Biology I

BIO220	Human Anatomy & Physiology
BIO222	Human Anatomy & Physiology
BIO230	Microbiology
CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I

Respiratory Care Required Courses

RT100	Basic Science for Resp. Ther.
RT105	Medical Technology
RT110	Oxygen Therapy & CPR
RT115	Bronchopulmonary Hygiene
RT120	Mechanical Ventilation
RT125	Pulmonary Funct. Testing
RT130	Pulmonary Disease
RT135	Pediatric Resp. Therapy
RT210	Eval. Patient Pulmonary Dis.
RT320	Pulmonary Physiology
RT330	Cardiac Physiology
RT410	Independent Study
RT450	Resp. Therapy Seminar

Clinical Courses

RT150	Clinical Prac. I
RT160	Clinical Prac. II
RT225	Clinical Prac. IV
RT260	Clinical Prac. V
RT270	Clinical Prac. VI
RT350	Clinical Prac. VIII
RT415	Clinical Prac. IX
RT420	Clinical Prac. X

Respiratory Care (suggested course sequence)

<i>Freshman Year (Fall)</i>	<i>Credits</i>
English Composition (WRT101)	3
Critical Thinking/Problem Solving in Math	3
General Chemistry I	4
Area I Distribution Requirement	3
Physical Education	<u>1</u>
	14

<i>Freshman Year (Spring)</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Human Communication	3
Information Literacy	2
General Chemistry II	4

Medical Terminology	1
Physical Education	<u>1</u>
	14
<i>Summer</i>	<i>Credits</i>
Basic Science for Respiratory Care (10 weeks)	3
Biology I	<u>4</u>
	7
<i>Sophomore Year (Fall)*</i>	<i>Credits</i>
Anatomy and Physiology I	4
Pulmonary Diseases	3
Bronchopulmonary Hygiene	3
Oxygen Therapy and CPR	3
Clinical Practice I	<u>1</u>
	14
<i>Sophomore Year (Spring)</i>	<i>Credits</i>
Anatomy and Physiology II	4
Pulmonary Function Testing	2
Mechanical Ventilation	4
Pediatric Respiratory Care	2
Clinical Practice II	<u>2</u>
	14
<i>(Summer)</i>	<i>Credits</i>
Patient Evaluation (10 weeks)	2
Clinical Practice 4 (10 weeks)	1
Area II Distribution Requirement	<u>3</u>
	6
<i>Junior Year (Fall)</i>	<i>Credits</i>
General Physics I	4
Pulmonary Physiology	3
Clinical Practice 5	1
Area IV Distribution Requirement	3
Area V Distribution Requirement	<u>3</u>
	14
<i>Junior Year (Spring)</i>	<i>Credits</i>
Microbiology	4
Cardiac Physiology	2
Clinical Practice 6	1
Free Electives	<u>6</u>
	13

*For progression to the sophomore year of the Respiratory Care Program, students must have an earned grade point average of 2.50 or better and a minimum of 2.0 in each freshman course.

<i>(Summer)</i>	<i>Credits</i>
Clinical Practice 8 (5 weeks)	<u>1</u>
	1
<i>Senior Year (Fall)</i>	<i>Credits</i>
Respiratory Therapy Seminar	2
Clinical Practice 9	1
Area II Distribution Requirement	3
Area V Distribution Requirement	3
Free Electives	<u>4</u>
	13
<i>Senior Year (Spring)</i>	<i>Credits</i>
Area IV Distribution Requirement	3
Free Electives	6
Area I Distribution Requirement	3
Independent Study for Respiratory Care	1
Clinical Practice 10	<u>1</u>
	14

ASSOCIATE DEGREE PROGRAMS

Respiratory Therapist Associate Degree in Cooperation with York Hospital

The Respiratory Therapist program is three years in length. Graduates receive an AS degree.

Requirements for Graduation:

To be eligible for graduation, students majoring in Respiratory Therapy must complete a minimum of 99 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Respiratory Therapy must maintain a 2.0 average in all major requirements.

The required courses for the Respiratory Therapist Associate degree are:

General:

BIO150	Biology I
BIO220	Human Anatomy & Physiology
BIO222	Human Anatomy & Physiology
BIO230	Microbiology
CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I

Respiratory Care Required Courses

RT100	Basic Science for Resp. Ther.
RT105	Medical Terminology
RT110	Oxygen Therapy & CPR
RT115	Bronchopulmonary Hygiene
RT120	Mechanical Ventilation
RT125	Pulmonary Funct. Testing
RT130	Pulmonary Disease
RT135	Pediatric Resp. Therapy
RT210	Eval. Patient Pulmonary Disease
RT320	Pulmonary Physiology
RT330	Cardiac Physiology

Clinical Courses

RT150	Clinical Prac. I
RT160	Clinical Prac. II
RT255	Clinical Prac. IV
RT260	Clinical Prac. V
RT270	Clinical Prac. VI
RT280	Clinical Prac. VII

Respiratory Therapist (3-year) Associate Degree (suggested course sequence)

<i>Freshman Year (Fall)</i>	<i>Credits</i>
English Composition (WRT101)	3
Critical Thinking/Prob. Solv. Math	3
General Chemistry I	4
Area I Distribution Requirement	3
Physical Education	<u>1</u>
	14

<i>Freshman Year (Spring)</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Human Communication	3
Information Literacy	2
General Chemistry II	4
Medical Terminology	1
Physical Education	<u>1</u>
	14

<i>Summer</i>	<i>Credits</i>
Basic Science for Respiratory Care (10 weeks)	3
Biology I	<u>4</u>
	7

<i>Sophomore Year (Fall)</i>	<i>Credits</i>
Anatomy and Physiology I	4
Pulmonary Disease	3

Bronchopulmonary Hygiene	3
Oxygen Therapy and CPR	3
Clinical Practice I	<u>1</u>
	14
<i>Sophomore Year (Spring)</i>	<i>Credits</i>
Anatomy and Physiology II	4
Pulmonary Function Testing	2
Mechanical Ventilation	4
Pediatric Respiratory Care	2
Clinical Practice 2	<u>2</u>
	14
<i>Summer</i>	<i>Credits</i>
Patient Evaluation (10 weeks)	2
Clinical Practice 4 (10 weeks)	1
Area II Distribution Requirement	<u>3</u>
	6
<i>Junior Year (Fall)</i>	<i>Credits</i>
General Physics I	4
Pulmonary Physiology	3
Clinical Practice 5	1
Area IV Distribution Requirement	3
Area V Distribution Requirement	<u>3</u>
	14
<i>Junior Year (Spring)</i>	<i>Credits</i>
Microbiology	4
Cardiac Physiology	2
Clinical Practice 6	1
Free Electives	<u>6</u>
	13
<i>Summer</i>	<i>Credits</i>
Clinical Practice 7 (10 weeks)	<u>3</u>
	3

Respiratory Therapist Associate Degree in cooperation with York Hospital (Prior Technician Program)

This Respiratory Therapist program is 2 years in length. Graduates of the program receive an Associate degree. A Certified Respiratory Therapist delivers services such as administration of medications and humidity, providing cardiopulmonary resuscitation, training patients in self-care skills, administration of oxygen, testing of lung functions, and helping patients breathe with the use of ventilators.

Students completing this program are qualified to take the Certified Respiratory Therapist (CRT) () examination administered by the National Board for Respiratory Care (NBRC).

Requirements for Certification:

To be eligible for certification students must complete a minimum of 74 credits. In addition, students must maintain a 2.0 average in all major requirements, earn a cumulative GPA of 2.0, satisfy the College's residency requirements and complete the General Education Requirements of the College.

The required courses for the 2-year Respiratory Therapist Associate Degree are:**General**

MAT111	Critical Thinking/Problem Solving in Math
BIO150	Biology I
BIO220	Human Anatomy & Physiology
BIO222	Human Anatomy & Physiology

Respiratory Care Required Courses

RT100	Basic Science for Resp. Ther.
RT105	Medical Terminology
RT110	Oxygen Therapy & CPR
RT115	Bronchopulmonary Hygiene
RT120	Mechanical Ventilation
RT125	Pulmonary Funct. Testing
RT130	Pulmonary Disease
RT135	Pediatric Resp Therapy

Clinical Courses

RT150	Clinical Prac. I
RT160	Clinical Prac. II
RT250	Clinical Prac. III

Respiratory Therapist (2 year) Associate Degree (suggested course sequence)

<i>Freshman Year (Fall)</i>	<i>Credits</i>
English Composition (WRT101)	3
Critical Thinking/Problem Solving in Math	3
Area V Distribution Requirement	3
Physical Education	1
Biology I	<u>4</u>
	14

<i>Freshman Year (Spring)</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Human Communication	3
Information Literacy	2
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Medical Terminology	<u>1</u>
	15

<i>Summer</i>	<i>Credits</i>
Basic Science for Respiratory Care (10 weeks)	3
Area I Distribution Requirement	3
Physical Education	1
Free Elective	<u>3</u>
	10
<i>Sophomore Year (Fall)</i>	<i>Credits</i>
Anatomy and Physiology I	4
Pulmonary Disease	3
Bronchopulmonary Hygiene	3
Oxygen Therapy and CPR	3
Clinical Practice I	<u>1</u>
	14
<i>Sophomore Year (Spring)</i>	<i>Credits</i>
Anatomy and Physiology II	4
Pulmonary Function Testing	2
Mechanical Ventilation	4
Pediatric Respiratory Care	2
Clinical Practice 2	<u>2</u>
	14
<i>Summer</i>	<i>Credits</i>
Clinical Practice 3 (13 weeks)	4
Free Elective	<u>3</u>
	7

Associate Degree in Healthcare Coding

The Associate of Science Degree in Healthcare Coding prepares students to be employed in hospitals, clinics, ambulatory surgery centers, insurance companies, and other settings where diagnostic and procedural data are coded for reimbursement purposes. The Healthcare Coding curriculum combines an understanding of medical terminology, human anatomy, and disease processes with healthcare reimbursement and ICD-9-CM, CPT, and HCPCS coding principles.

Requirements for Graduation:

To be eligible for graduation, students must complete a minimum of 62 credits. In addition, students must earn a 2.0 grade in all Healthcare Coding required courses, earn a cumulative GPA of 2.0, satisfy the College's residence requirements, and complete the General Education requirements of the College for Associate Degree programs.

The required courses for the Healthcare Coding Associate degree are:

BIO106	Introduction to Body Structure and Function
HCC215	Medical Terminology
HCC220	HCPCS Coding

HCC221	CPT Coding
HCC222	Health Classifications and Reimbursement Systems (ICD-9-CM)
HCC225	Healthcare Insurance Reimbursement
HCC230	Concepts in Pharmacology
HCC235	Pathophysiology
HCC240	Coding Practicum

Healthcare Coding Associate Degree (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Body Structure and Function	3
Medical Terminology	3
HCCPS Coding	1
Healthcare Insurance Reimbursement	3
Coding Practicum	3
Pathophysiology	4
Health Classifications (ICD-9-CM)	3
Concepts in Pharmacology	1
CPT Coding	<u>1</u>
	30

<i>Sophomore Year</i>	<i>Credits</i>
Writing about Literature (WRT200)	3
Personal Computing	3
Physical Education	2
Human Communication	3
Area I: Arts & Humanities	3
Area II: Social & Behavioral Science	3
Area III: Laboratory Science	3-4
Area IV: American Civilization	3
Area V: Foreign Language/Intercultural Studies	3
Free Elective	<u>6</u>
	32-33

Non-degree Certificate Healthcare Coding Specialist (30 credits)

The Healthcare Coding Specialist program is designed to allow students to complete a minimum of 30 credits of required courses in healthcare coding and reimbursement and be awarded a Healthcare Coding Specialist certificate. Students completing this certificate program are eligible to apply for the Associate of Science degree program in Healthcare Coding.

Requirements for Certificate:

To be eligible for the Healthcare Coding Specialist certificate, the student must complete a minimum of 30 credits. In addition, students must earn a minimum 2.0

grade in all healthcare coding required courses and earn a minimum cumulative GPA of 2.0.

The required courses for the Healthcare Coding Specialist Certificate are:

BIO106	Introduction to Body Structure and Function
HCC215	Medical Terminology
HCC220	HCPCS Coding
HCC221	CPT Coding
HCC222	Health Classifications and Reimbursement Systems (ICD-9-CM)
HCC225	Healthcare Insurance Reimbursement
HCC230	Concepts in Pharmacology
HCC235	Pathophysiology
HCC240	Coding Practicum

Healthcare Coding Specialist Certificate (suggested course sequence)

<i>First Semester</i>	<i>Credits</i>
English Composition (WRT101)	3
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Body Structure and Function	3
Medical Terminology	<u>3</u>
	14
 <i>Second Semester</i>	 <i>Credits</i>
HCPCS Coding	1
Healthcare Insurance Reimbursement	3
Coding Practicum	3
Pathophysiology	4
Health Classifications (ICD-9-CM)	3
Concepts in Pharmacology	1
CPT Coding	<u>1</u>
	16

DEPARTMENTAL MINOR

Minor in Biology

Requirements for the minor (20 credits):

BIO150	Biology I
BIO152	Biology II
BIO240	Genetics
BIO300	Ecology
BIO___	Biology Elective



DEPARTMENT OF BUSINESS ADMINISTRATION

The mission of York College's Department of Business Administration is to establish and deliver distinctive, high quality academic programs, facilitate linkages between academic and business communities, and to encourage ongoing scholarship. The Department's main purpose is to facilitate student learning and prepare students/graduates at the Associate, Baccalaureate and Graduate levels to best meet their goals and the needs of the business community.

To accomplish this mission, the Department offers a diverse array of majors which are linked together by the Common Professional Component (CPC). The CPC describes the competencies and experiences which are necessary for successful performance in the complex, global and flexible workplace of the 21st century. All business students take courses in Accounting, Economics, Finance, Information Systems, Management, Marketing, Operations Management, and Statistics. The CPC also includes a capstone course designed to integrate all areas of a student's learning into a business strategy, policy making, and analysis framework. The Common Professional Component provides a solid base for specialized courses in each major, and provides opportunities for students to interact with members of the business community.

York College of Pennsylvania, through its Department of Business Administration, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer the following business degrees:

- The Master of Business Administration Degree (MBA)
- The Bachelor of Science Degree (BS) with majors in Accounting, Business Administration, Finance, Informatics, Information Systems/End-User Support, Information Systems/Development, Management, and Marketing
- The Associate of Science Degree (AS) with a major in Business Administration.

MASTER OF BUSINESS ADMINISTRATION DEGREE

The York College MBA is designed to meet the needs of both practicing and potential managers. Course work in the MBA program integrates theory with practice and offers participants the opportunity to develop their personal managerial skills along with their knowledge base. Course methods are purposefully varied between lecture, case analysis, presentations, outside research and group work. MBA courses incorporate the advantages of both the conventional and virtual classrooms. This multiple method approach emphasizes organizational diagnosis, analysis, and decision-making processes. The York College MBA considers both manufacturing and service enterprises and, as such, is beneficial to students with a wide variety of undergraduate and career experiences.

The MBA curriculum is based on a nine-course core covering the fundamental areas of business administration and allows students to choose a concentration in one of the following areas: Accounting, Finance, General Business, Human Resource

Management, Management, or Marketing. To earn an MBA, students must successfully complete the nine core courses and three courses in the concentration area for a total of 36 graduate credit hours. Students who do not have a thorough background in a business-related field will be required to complete additional courses as foundation courses to the MBA courses.

Admission requirements and detailed program information is available in the Graduate Studies Catalog. Catalogs can be obtained from the MBA Office, Department of Business Administration, or the Adult Learner Center in Campbell Hall. Information about the MBA Program is also available by visiting www.ycp.edu/mba.

Baccalaureate/MBA Dual Degree Program

The Dual Degree Program is designed to provide high-achieving undergraduate students with the opportunity to begin their graduate studies while in the senior year of undergraduate coursework. Dual Degree students are permitted to take up to nine credits of graduate coursework and apply those credits to the baccalaureate degree, generally as free electives. Those nine credits also count again towards fulfilling the MBA degree requirements. Ideally, the Dual Degree Program allows a student to complete both the undergraduate and MBA degrees in a five-year period.

Admission to the Dual Degree Program is open to students in any undergraduate discipline. Pursuing the MBA is an excellent opportunity for students in many of the baccalaureate programs offered at York College. Current Dual Degree students come from diverse fields such as art, history, psychology and political science. Undergraduates interested in the Dual Degree Program should talk with their advisor and plan a program of study to facilitate admission into the MBA Program. Non-business majors may not be able to meet the five-year time frame without using summer sessions to complete the necessary business foundation courses.

Detailed information about the Dual Degree Program and its admission requirements can be found in the Graduate Studies Catalog or at www.ycp.edu/mba.

BACCALAUREATE DEGREE PROGRAMS

Baccalaureate degree programs are available in Accounting, Business Administration, Finance, Informatics, Information Systems/End-User Support, Information Systems/Development, Management and Marketing. Minors may also be earned in many of these programs. An associate degree program is offered in Business Administration.

Normally, a student will take a minimum of 24 semester credits in the major component subject area for a baccalaureate degree (15-18 credits are required for a minor). The associate degree in Business Administration requires a student to complete a program of 33 credits in business. Each major program also requires the completion of general business component courses. In some cases these departmental requirements also serve to fulfill the general education requirements of the College. Each student should consult with the assigned faculty advisor every semester and review the program requirements and progress toward graduation.

Business Department Policies

- Enrollment in 300-400 level business courses is restricted to students of at least junior status unless specifically exempted by the requirements in a particular program or the instructor of the course. All required 100-200 level courses in the College Common Core and General Business Component must be completed before enrolling in 300-400 level business courses unless specifically exempted by the faculty advisor.
- Courses which serve as prerequisites to subsequent business courses must be completed with a grade of 2.0 or better. If a student is not successful in attaining a 2.0 in a prerequisite course, the course may be repeated an additional two times (maximum 3 attempts). Withdrawing from a course during the normal withdrawal period will not be counted as an unsuccessful attempt. Students receiving less than a 2.0 in any prerequisite course should consult with their advisor. Because many of the upper-level business courses require prerequisites, failure to attain a 2.0 or better on the first attempt of a prerequisite course may delay the intended date of graduation. If a student is unsuccessful in attaining a 2.0 in a prerequisite course after 3 attempts, a change in major may be necessary.
- Credits transferred from a two-year institution will normally not be accepted as satisfying 300-400 level business course requirements unless verification of competency is achieved. This verification, as determined by the Chair, advisor or Program Coordinator, may require satisfactory completion (a 2.0) or better in a higher level course in the same or similar area or Credit By Examination. Transfer students need to complete a "Transfer Evaluation Form" in order to have 300-400 level credits considered for transfer. These forms are available in the Business Department Office. For transfer students, at least four 300-400 major subject area component courses, as determined by the advisor or program coordinator, must be completed at York College.
- The Department of Business Administration believes in the integration of writing and communication skills throughout the business student's curriculum. Each baccalaureate degree business major is required to take writing/communications focused courses during the sophomore (200 level), junior (300 level) and senior (400 level) years as partial fulfillment of graduation requirements. The sophomore level courses will include two case studies, an organizational analysis report (library research) and oral presentation. The junior level courses will require writing assignments geared to descriptive or technical writing. Descriptions of a business process or a business transaction are examples of this type of writing. In addition, case studies and oral presentations may be included. The senior level courses require writing assignments of the type that a student with a particular major is likely to do after graduation as well as a major research project and presentation.

To earn a degree, students must meet the following criteria:

- All business students must establish Information Technology (IT) competency by passing IFS 100 IT Competency Exam or IFS105 Personal Productivity Computing within the first 30 credits completed at York College. Students who

do not receive a passing grade on the competency exam must complete IFS105 Personal Productivity Computing as part of their requirements for graduation. In some cases, adding IFS105 to the curriculum will increase the minimum number of credits required for graduation. Information technology competency for transfer students will be evaluated on an individual basis.

- Satisfactorily complete all general education requirements of the College
- Earn a 2.0 or better in all courses that are prerequisite to any business course
- Earn a cumulative 2.0 average in all general business core courses
- Earn a cumulative 2.0 average in the major component courses
- Earn a cumulative 2.0 average in all courses taken at York College
- Satisfy the College's residency requirements
- Satisfactorily complete communication-focused courses in business at the sophomore, junior and senior levels
- Take a comprehensive examination in business as part of the Business Policy (BUS495) course in the senior year

Bachelor of Science Degree with a Major in Accounting

The Accounting Major provides the academic background for students considering accounting as a career field. The knowledge, skills, and techniques learned are used by our graduates working for CPA firms, private industry, and not-for-profit organizations. As a result of the evolving nature of the accounting profession, the accounting program undergoes a constant review so that a balance of general business and advanced training in accounting is received by the student.

Students with the goal of attaining the CPA should be aware that in some states regulations have been passed which require successful completion of 150 credit hours prior to receiving permission to take the CPA exam. York College has two options for students who will be living in states that require 150 credit hours: 1) obtain a double major at the undergraduate level; or 2) obtain a BS/MBA through the Dual Degree Program. Students should research their home state's requirements and discuss them with their advisor, so that the curriculum is planned accordingly.

Requirements for Graduation:

To be eligible for graduation, students majoring in Accounting must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to complete the General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students majoring in Accounting must maintain a 2.0 average in the General Business Component Courses, a 2.0 average in the Accounting Component Courses, and successfully complete IFS100 or(and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Accounting may not simultaneously declare a minor in Accounting.

The required courses for the Accounting Major are:

General Business Component Courses

MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics I
FIN300	Managerial Finance I
IFS305	Management Information Systems
QBA265	Business Statistics II OR
QBA310	Management Science
BUS330	Human Systems in Organizations
BUS345	Business Law I
MGT350	Operations Management
BUS495	Business Strategy and Policy**
International Business Elective	

Accounting Component Courses

ACC305	Taxation I
ACC320	Intermediate Accounting I
ACC325	Intermediate Accounting II
ACC330	Intermediate Accounting III
BUS346	Business Law II
ACC410	Auditing**
ACC420	Advanced Accounting I

Two of the following:

ACC375	Advanced Managerial Accounting
ACC380	Advanced Micro Accounting
ACC395	Taxation II
ACC415	International Accounting
ACC425	Advanced Accounting II

Required Electives—12 credits (These elective credits must be taken outside of the Department of Business Administration)

Accounting (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3

*Course fulfills a General Education Requirement

**Course is designated as a writing/communications intensive course

Applied Calculus	3
Information Literacy	2
Human Communication	3
Area V Distribution Requirements	6
Area I Distribution Requirements	6
Area III Distribution Requirement	3-4
Financial Accounting	<u>3</u>
	32-36

<i>Sophomore Year</i>	<i>Credits</i>
Area IV Distribution Requirement	3
Managerial Accounting	3
Area III Distribution Requirement	3-4
Business Statistics I	3
Management Science OR Business Statistics II	3
Principles of Economics	6
Principles of Management	3
Principles of Marketing	3
Intermediate Accounting I	<u>3</u>
	30-31

<i>Junior Year</i>	<i>Credits</i>
Taxation I	3
Human Systems in Organizations	3
Business Law I and II	6
Managerial Finance I	3
Intermediate Accounting II and III	6
Management Info. Systems	3
Accounting Elective	3
Operations Management	3
Physical Education	<u>2</u>
	32

<i>Senior Year</i>	<i>Credits</i>
Advanced Accounting	3
Auditing	3
Business Policy	3
Accounting Elective	3
Area IV Distribution Requirement	3
Required Electives	12
International Business Elective	<u>3</u>
	30

Bachelor of Science Degree with a Major in Business Administration with a Selected Business Minor

The Bachelor of Science Degree with a major in Business Administration allows a student to gain a broad-based background in business and also study one field of

interest in depth. This major is especially beneficial to the students who plan to own or operate a small business, are undecided as to the field of business in which they wish to specialize, or are considering the Dual Degree Program.

Requirements for Graduation:

To be eligible for graduation, students majoring in Business Administration must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in developmental courses (WRT100) may not be applied to degree requirements.

Students majoring in Business Administration must maintain a 2.0 average in the General Business Component Courses and successfully complete IFS100 or(and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in any Department of Business Administration program may not simultaneously declare a Business Administration major with a minor in the declared major.

The required courses for the Business Administration Major with a Selected Business Minor are:

General Business Component Courses

MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics I
FIN300	Managerial Finance I
IFS305	Management Information Systems
QBA265	Business Statistics II <u>OR</u>
QBA310	Management Science
BUS345	Business Law I
MGT350	Operations Management**
OBD380	Leadership and Change
BUS495	Business Strategy and Policy**
International Business Elective	

*Course fulfills a general education requirement.

**Course is designated as a writing/communications intensive course.

Additional Business Electives

Courses required to complete one of the following selected minors:

Accounting
 Advertising
 Economics
 Finance
 Entrepreneurial Studies
 Human Resource Management
 Information Systems
 International Business
 Management
 Marketing
 Operations Management
 Organization Development
 Retailing
 Quantitative Management

In addition to the selected minor, students must take sufficient business course electives to fulfill 21 credits in combination with the above minor. Students must take a minimum of three 300-level business courses and one 400-level business course within these 21 credits. (A Business Elective is any course offered in the Department of Business Administration with the following prefixes—ACC, BUS, ECO, FIN, IBS, IFS, MBA, MGT, MKT, OBD, and QBA. Before enrolling in a course as a business elective, students must meet the prerequisites and conditions of the course as outlined in the course description.)

Required Electives—16–18 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining electives may be used to complete a minor.)

Business Administration (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3
Applied Calculus	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirements	6
Area I Distribution Requirements	6
Area V Distribution Requirement	3
Information Literacy	2
Human Communication	<u>3</u>
	32–36
 <i>Sophomore Year</i>	 <i>Credits</i>
Principles of Management	3
Financial Accounting	3

Managerial Accounting	3
Principles of Economics	6
Principles of Marketing	3
Statistics	3
Management Science OR Business Statistics II	3
Physical Education	1
Minor Elective	3
Required Electives	<u>3</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Managerial Finance I	3
Management Information Systems	3
Business Law I	3
Operations Management	3
Minor Electives	6
International Business Elective	3
Leadership and Change	3
Required Electives	6
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Business Strategy and Policy	3
Area III Distribution Requirement	3-4
Area V Distribution Requirement	3
Minor Electives	12
Required Electives	<u>9</u>
	30-31

Bachelor of Science with a Major in Finance

The Finance major provides students with the academic background essential for pursuing careers in all areas of finance. The focus of study is a program in which students are exposed to decision-making in the corporate finance world, risk-return tradeoffs in the investments world, financial planning in financial intermediaries, and the importance of global markets. The Finance major requires students to develop technical skills and apply them to solve problems faced by financial managers. The Finance major prepares students for careers in corporate finance, commercial and investment banking, financial planning, financial analysis, and risk management.

Requirements for Graduation:

To be eligible for graduation, students majoring in Finance must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to com-

plete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students majoring in Finance must maintain a 2.0 average in the General Business Component Courses, a 2.0 average in the Finance Component Courses, and successfully complete IFS100 or(and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Finance may not simultaneously declare a minor in Finance.

The required courses for the Finance Major are:

General Business Component Courses

MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics I
QBA265	Business Statistics II
QBA315	Research Methods in Business
FIN300	Managerial Finance
IFS305	Management Info. Systems
BUS345	Business Law I
MGT350	Operations Management
BUS495	Business Policy

Finance Component Courses

FIN320	Investments
FIN340	Financial Institutions
ECO390	Managerial Economics
FIN400	International Finance
FIN410	Managerial Finance II
FIN450	Finance Seminar**

Four elective courses chosen from the following:

ACC305	Taxation I
ACC320	Intermediate Accounting I
BUS346	Business Law II
ECO400	International Economics

*Course fulfills a general education requirement.

**Course is designated as a writing/communications intensive course.

FIN310	Real Estate Finance
FIN330	Risk Management and Insurance
PS352	Introduction to Public Finance
FIN420	Derivative Securities
ECO490/491	Finance Internship
BUS498/499	Independent Study

Required Electives—12 credits (These elective credits must be taken outside of the Department of Business Administration.)

Finance (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3
Applied Calculus	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirements	6
Area I Distribution Requirements	6
Information Literacy	2
Human Communication	3
Area V Distribution Requirement	<u>3</u>
	32–36

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Management	3
Financial Accounting	3
Managerial Accounting	3
Principles of Economics	6
Principles of Marketing	3
Statistics	6
Physical Education	1
Human Systems in Organizations	3
Required Elective	<u>3</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Business Law I	3
Area V Distribution Requirement	3
Management Information Systems	3
Research Methods in Business	3
Investments	3
Managerial Finance I	3
Financial Institutions	3
Managerial Economics	3
Financial Elective	3

Operations Management	3
Physical Education	<u>1</u>
	31
<i>Senior Year</i>	<i>Credits</i>
Business Strategy and Policy	3
Managerial Finance II	3
International Finance	3
Finance Electives	9
Finance Seminar	3
Required Electives	<u>9</u>
	30

Bachelor of Science Degree with a Major in Informatics

Whereas the goal of the Information Systems student is to be general enough to fit any kind of organization, the Informatics student may design a degree program that is specific to a particular field of study. Instead of completing the General Business Core Component, the Informatics major substitutes either a minor or second major in the field in which the student wishes to specialize. The goal of the Informatics major is to prepare students to elicit information requirements, design system alternatives, manage information technology, and implement information systems in the context of the chosen field. Examples of fields used as specializations include, but are not limited to: Education, Mathematics, Criminal Justice, Health Care/Nursing, and Communications. The student should be aware that because he or she is creating a hybrid program it is his or her responsibility to research the applicability of the resulting degree. Students should also consult the description of the Information Systems degree for more information on the Information Systems component.

Students pursuing the Informatics major are required to complete an 18 credit hour minor as part of the curriculum but are encouraged to select a second major. Students may not choose a minor within the Business curriculum.

Requirements for Graduation:

To be eligible for graduation, students majoring in Informatics must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students majoring in Informatics must maintain a 2.0 average in the Informatics Component Courses and successfully complete IFS100 or (and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Informatics may not simultaneously declare a minor in Information Systems.

The required courses for the Informatics Major are:**Informatics Component Courses**

IFS180	Introduction to Data Management
MAT120	Applied Calculus*
IFS200/201	Introduction to Programming & Software Engineering I & II

One of the selected advanced programming courses:

IFS240	Visual Programming
IFS250	Business Data Processing
IFS260	Web-Based Systems Development
Statistics	BEH260, QBA260, MAT260
IFS305	Management Information Systems**
IFS325	Introduction to Networks
IFS335	Advanced Networks
IFS350	Hardware/Software Architecture
IFS440	Systems Analysis and Design**
IFS460	Data Base Management Systems**
IFS__	Information Systems Elective (An Information Systems elective is any IFS course not required by the major. G346 Introduction to Geographic Information Systems is also considered an IFS elective.

Minor/Second Major Component Courses

Students may select either an 18 credit hour minor or second major in consultation with their academic advisor. All courses outlined in the College Catalog for the selected minor must be taken. Students may not choose a minor within the Business Curriculum.

Required Electives—22–24 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining electives may be used to complete a minor.)

It is recommended that the following courses be used to satisfy the Area I—Fine Arts and Humanities Distribution Requirements:

P222	Critical Thinking
P231	Logic

It is recommended that the following courses be used to satisfy the Area III—Laboratory Sciences Distribution Requirements:

PHY112/PHY113	General Physics <u>OR</u>
PSC154/PSC155	Physical Science

These courses cover fundamental concepts of electricity, magnetism, and photo-optics-valuable topics for people in computer-related professions. Students with stronger math backgrounds should consider the General Physics option.

*Course fulfills a general education requirement.

**Course is designated as a writing/communications intensive course.

Informatics (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0-3
Applied Calculus	3
Area V Distribution Requirements	6
Area I Distribution Requirements	6
Introduction to Data Management	3
Information Literacy	2
Human Communication	3
Required Elective	<u>3</u>
	32-35

<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Programming Sequence	6
Statistics	3
Area III Distribution Requirement	3-4
Area II Distribution Requirements	6
Area IV Distribution Requirement	3
Physical Education	1
Minor Electives	6
Required Elective	<u>3</u>
	31-32

<i>Junior Year</i>	<i>Credits</i>
Programming Elective	3
Hardware/Software Architecture	3
Management Information Systems	3
Introduction to Networks	3
Information Systems Elective	3
Area IV Distribution Requirement	3
Minor Electives	6
Required Electives	6
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Advanced Networks	3
Data Base Management Systems	3
Systems Analysis/Design	3
Area III Distribution Requirement	3-4
Minor Electives	6
Required Electives	<u>12</u>
	30-31

Bachelor of Science Degree with a Major in Information Systems/Development

Both public and private organizations need people who can communicate with users of data and information in order to elicit information requirements, and then analyze, design, and develop information systems. The resulting information systems and information resources must also be managed and maintained. Successful systems developers and managers will combine strong communication skills, an understanding of organizations and people, and an understanding of the functions of business, with their computer-related skills.

The Bachelor of Science Degree with a major in Information Systems/Development provides a combination of coursework that prepares a student to meet this challenging goal. The General Education coursework helps to build the student's people skills and problem-solving skills. The General Business Component coursework helps to build the student's understanding of modern organizations and the kinds of problems they must solve using information systems. The computer-related coursework first builds a foundation with skills-related courses in programming, computer architecture, networking and database design. Finally, the student takes integrative coursework in management information systems and business systems analysis and design. Students are also encouraged to participate in internships to bridge theoretical concepts with practical application.

Requirements for Graduation:

To be eligible for graduation, students majoring in Information Systems/Development must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students majoring in Information Systems must maintain a 2.0 average in the General Business Component Courses, a 2.0 average in the Information Systems/Development Component Courses, and successfully complete IFS100 or (and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Information Systems/Development may not simultaneously declare a minor in Information Systems.

The required courses for the Information Systems/Development Major are:

General Business Component Courses

MAT120 Applied Calculus*

*Course fulfills a general education requirement.

IBS200	Introduction to International Business
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics I
QBA265	Business Statistics II
FIN300	Managerial Finance I
IFS305	Management Information Systems
BUS345	Business Law I
MGT350	Operations Management**
BUS495	Business Strategy and Policy**

Information Systems/Development Component Courses

IFS180	Introduction to Data Management
IFS200/201	Introduction to Programming & Software Engineering I & II
IFS325	Introduction to Networks
IFS335	Advanced Networks
IFS350	Hardware/Software Architecture
IFS440	Systems Analysis and Design**
IFS460	Data Base Management Systems**
IFS___	Information Systems Elective (An Information Systems elective is any IFS course not required by the major. G346 Introduction to Geographic Information Systems is also considered an IFS elective.

One of the selected advanced programming courses

IFS240	Visual Programming
IFS250	Business Data Processing
IFS260	Web-Based Systems Development

Required Electives—12 credits (These elective credits must be taken outside of the Department of Business Administration.)

It is recommended that the following courses be used to satisfy the Area I—Fine Arts and Humanities Distribution Requirements:

P222	Critical Thinking
P231	Logic

*Course fulfills a general education requirement.

**Course is designated as a writing/communications intensive course.

It is recommended that the following courses be used to satisfy the Area III—Laboratory Sciences Distribution Requirements:

PHY112/PHY113 General Physics **OR**
PSC154/PSC155 Physical Science

These courses cover fundamental concepts of electricity, magnetism, and photo-optics-valuable topics for people in computer-related professions. Students with stronger math backgrounds should consider the General Physics option.

Information Systems/Development (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3
Applied Calculus	3
Introduction to Data Management	3
Area V Distribution Requirements	6
Area I Distribution Requirement	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirement	3
Information Literacy	2
Human Communication	<u>3</u>
	32–36
<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics I & II	6
Principles of Management	3
Introduction to Programming Sequence	6
Principles of Marketing	3
Physical Education	<u>1</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Operations Management	3
Business Law I	3
Managerial Finance I	3
Advanced programming elective	3
Management Information Systems	3
Introduction to Networks	3
Hardware/Software Architecture	3
Area IV Distribution Requirement	3
Area I Distribution Requirement	3
Introduction to International Business	3
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Systems Analysis & Design	3
Advanced Networks	3
Data Base Management Systems	3
Business Strategy and Policy	3
Area III Distribution Requirement	3-4
Information Systems Elective	3
Required Electives	<u>12</u>
	30-31

Bachelor of Science Degree with a Major in Information Systems/End-User Support

With the proliferation of computers and computing to the hands and desktops of nearly every worker, a new being has emerged: The end user. Organizations, both public and private, are desperately in need of people who can manage and support this new phenomenon of End-User Computing. The emphasis of the End-User Support major is the planning for, acquisition and deployment of, and the maintenance of end-user hardware and end-user software. The End-User Support major will also emphasize the training and development of the end users themselves.

The Bachelor of Science Degree with a major in Information Systems/End-User Support provides a combination of coursework that prepares a student to meet this challenging goal. The General Education coursework helps to build the student's people skills and problem-solving skills. The General Business Component coursework helps to build the student's managerial and organizational skills that he will use managing the End-User Support function. Students are also encouraged to participate in internships to bridge theoretical concepts with practical application. The computer-related coursework builds a set of skills to enable the student to perform and manage such activities as:

- placing, replacing, and repairing PCs/workstations and their myriad of peripherals
- installing and tuning workstation O/Ss
- installing and tuning end-user software applications on those workstations
- training and supporting end users
- developing training programs and materials
- developing, cataloging, and disseminating applications
- creating and maintaining help systems and user manuals
- assisting in creating small OLE-based applications using the end-user software
- supervising traditional mainframe operations
- participating in analysis and design teams as liaisons for end users

Requirements for Graduation:

To be eligible for graduation, students majoring in Information Systems/End-User Support must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the

College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students majoring in Information Systems/End-User Support must maintain a 2.0 average in the General Business Component Courses, a 2.0 average in the Information Systems/End-User Support Component Courses, and successfully complete IFS100 or (and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Information Systems/End-User Support may not simultaneously declare a minor in Information Systems.

The required courses for the Information Systems/End-User Support Major are:

General Business Component Courses

MAT120	Applied Calculus*
IBS200	Introduction to International Business
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics I
QBA265	Business Statistics II
FIN300	Managerial Finance I
IFS305	Management Information Systems
BUS345	Business Law I
MGT350	Operations Management**
BUS495	Business Strategy and Policy**

Information Systems/End-User Support Component Courses

IFS180	Introduction to Data Management
IFS205	Workgroup Productivity Computing
IFS325	Introduction to Networks
IFS350	Hardware/Software Architecture
MGT315	Human Resource Development
IFS410	End-User Support Management
IFS440	Systems Analysis and Design**

*Course fulfills a general education requirement.

**Course is designated as a writing/communications intensive course.

- IFS460 Data Base Management Systems**
 IFS___ Information Systems Elective (An Information Systems elective is any IFS course not required by the major. G346 Introduction to Geographic Information Systems is also considered an IFS elective.

One of the selected introductory programming courses:

- IFS160 Visual Basic
 IFS200 Introduction to Programming & Software Engineering I

Required Electives—12 credits (These elective credits must be taken outside of the Department of Business Administration.)

Other recommended courses that may be beneficial for an Information Systems/End-User Support major:

It is recommended that the following courses be used to satisfy the Area I—Fine Arts and Humanities Distribution Requirements:

- P222 Critical Thinking
 P231 Logic

It is recommended that the following courses be used to satisfy the Area III—Laboratory Sciences Distribution Requirements:

- PHY112/PHY113 General Physics OR
 PSC154/PSC155 Physical Science

These courses cover fundamental concepts of electricity, magnetism, and photo-optics-valuable topics for people in computer-related professions. Students with stronger math backgrounds should consider the General Physics option.

Information Systems/End-User Support (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3
Applied Calculus	3
Introduction to Data Management	3
Area V Distribution Requirements	6
Area I Distribution Requirement	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirement	3
Information Literacy	2
Human Communication	<u>3</u>
	32–36

**Course is designated as a writing/communications intensive course.

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics I & II	6
Principles of Management	3
Introduction to Programming	3
Workgroup Productivity Computing	3
Principles of Marketing	3
Physical Education	<u>1</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Operations Management	3
Business Law I	3
Managerial Finance I	3
Human Resource Development	3
Management Information Systems	3
Introduction to Networks	3
Hardware/Software Architecture	3
Area IV Distribution Requirement	3
Area I Distribution Requirement	3
Introduction to International Business	3
Physical Education	<u>1</u>
	31
<i>Senior Year</i>	<i>Credits</i>
Systems Analysis & Design	3
End-User Support Management	3
Data Base Management System	3
Business Strategy and Policy	3
Area III Distribution Requirement	3-4
Information Systems Elective	3
Required Electives	<u>12</u>
	30-31

Bachelor of Science Degree with a Major in Management

Management is the process through which work is accomplished with and by the human resources in organizations. Broadly, it encompasses the major functions of setting organizational objectives and developing plans, organizing work, allocating resources, directing and leading others and evaluating organizational and human performance. The courses offered in the Management area encompass all of these functions, and management majors take at least one basic introductory course that covers each function. The Management major allows students to choose a minor in

Human Resource Management, Entrepreneurial Studies, Operations Management, or Organization Development. Students who do not choose a minor may pursue other courses within the Management area that fit their personal, academic, and career goals.

Requirements for Graduation:

To be eligible for graduation, students majoring in Management must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students majoring in Management must maintain a 2.0 average in the General Business Component Courses, a 2.0 average in the Management Component Courses, and successfully complete IFS100 or(and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Management may not simultaneously declare a minor in Management.

The required courses for the Management Major are:

General Business Component Courses

MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management
QBA260	Business Statistics I
QBA265	Business Statistics II
IFS305	Management Information Systems
FIN300	Managerial Finance I
QBA315	Research Methods in Business
BUS345	Business Law I
BUS495	Business Strategy and Policy**

Management Component Courses

MGT320	Human Resource Management
OBD325	Organizational Behavior
MGT350	Operations Management**
MGT375	International Management

*Course fulfills a general education requirement.

**Course is designated as a writing/communications intensive course.

OBD380 Leadership and Change in Organizations
 MGT440 Business, Government and Society**
 Management Electives—3 courses

Required Electives—16–18 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining electives may be used to complete a minor.)

Management (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3
Applied Calculus	3
Information Literacy	2
Area I Distribution Requirement	3
Area IV Distribution Requirement	6
Area V Distribution Requirements	6
Human Communication	3
Required Elective	<u>3</u>
	32–35

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics I and II	6
Principles of Management	3
Principles of Marketing	3
Business Law	3
Required Elective	3
Physical Education	<u>1</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Managerial Finance I	3
Management Information Systems	3
International Management	3
Organizational Behavior	3
Leadership and Change in Organizations	3
Research Methods in Business	3
Human Resource Management	3

**Course is designated as a writing/communications intensive course.

Area I Distribution Requirement	3
Required Electives	6
Physical Education	<u>1</u>
	31
<i>Senior Year</i>	<i>Credits</i>
Operations Management	3
Business Strategy and Policy	3
Business, Government & Society	3
Area III Distribution Requirements	6-8
Management Electives	9
Required Electives	<u>6</u>
	30-32

Bachelor of Science Degree with a Major in Marketing

The Bachelor of Science Degree with a Major in Marketing is designed to meet the needs of students planning a career in marketing. The wide range of marketing courses and electives offered by the department mirrors the wide range of occupations open to the professional marketer. Businesses employ individuals with skills and expertise in marketing as advertising copywriters, advertising strategists, brand managers, global marketing strategists, logistics managers, market analysts, market researchers, merchandise managers, professional salespeople, retail buyers, retail store managers and sales managers.

Requirements for Graduation:

To be eligible for graduation, students majoring in Marketing must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Students majoring in Marketing must maintain a 2.0 average in the General Business Component Courses, a 2.0 average in the Marketing Component Courses, and successfully complete IFS100 or(and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Marketing may not simultaneously declare a minor in Marketing.

The required courses for the Marketing Major are:

General Business Component Courses

MAT120 Applied Calculus*

*Course fulfills a general education requirement.

ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics I
FIN300	Managerial Finance I
IFS305	Management Information Systems
QBA265	Business Statistics II OR
QBA310	Management Science
BUS345	Business Law I
MGT350	Operations Management**
OBD380	Leadership and Change in Organizations
BUS495	Business Strategy and Policy**

Marketing Component Courses

MKT370	International Marketing**
MKT450	Marketing Research
MKT475	Marketing Policies and Strategies**
Marketing Electives—5 courses	

Required Electives—16–18 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining electives may be used to complete a minor.)

Marketing (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3
Applied Calculus	3
Information Literacy	2
Area I Distribution Requirement	3
Area IV Distribution Requirements	6
Area V Distribution Requirements	6
Human Communication	3
Required Elective	<u>3</u>
	32–35
 <i>Sophomore Year</i>	 <i>Credits</i>
Principles of Economics	6
Financial Accounting	3

*Course fulfills a general education requirement.

**Course is designated as a writing/communications intensive course.

Managerial Accounting	3
Business Statistics I	3
Principles of Management	3
Management Science OR Business Statistics II	3
Principles of Marketing	3
Marketing Elective	3
Area III Distribution Requirement	3-4
Physical Education	<u>1</u>
	31-32

<i>Junior Year</i>	<i>Credits</i>
Business Law	3
Marketing Electives	9
International Marketing	3
Required Elective	3
Management Information Systems	3
Operations Management	3
Managerial Finance	3
Area I Distribution Requirement	3
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Business Strategy and Policy	3
Marketing Research	3
Marketing Policies & Strategies	3
Leadership and Change in Organizations	3
Area III Distribution Requirement	3-4
Required Electives	12
Marketing Elective	<u>3</u>
	30-31

ASSOCIATE OF SCIENCE DEGREE PROGRAMS:

Associate of Science Degree with a Major in Business Administration

The Associate of Science Degree with a Major in Business Administration is viewed as the first step toward a baccalaureate degree in business. Courses in the associate degree program fulfill many of the general business component courses in the baccalaureate programs offered by the Department of Business Administration.

Requirements for Graduation:

To be eligible for graduation, students majoring in Business Administration must complete a minimum of 67 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail

basis, and credits earned in WRT100 may not be applied to degree requirements. Students majoring in Business Administration must successfully complete IFS100 or (and) IFS105 within the first 30 credits at the College. In addition, students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

The required courses for the Business Administration Major are:

General Business Component Courses

ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
ACC220	Financial Accounting
ACC225	Managerial Accounting
MKT200	Principles of Marketing
MGT250	Principles of Management

Business Administration Component Courses

QBA260	Business Statistics I
BUS345	Business Law I

Three Business Electives (A Business Elective is any course offered in the Department of Business Administration with the following prefixes—ACC, BUS, ECO, FIN, IBS, IFS, MGT, MKT, OBD, and QBA.) Before enrolling in a course as a business elective, students must meet the prerequisites and conditions of the course as outlined in the course description.

Required Electives—6 credits

Business Administration (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
IT Competency Exam OR (AND)	
Personal Productivity Computing	0–3
Applied Calculus	3
Information Literacy	2
Human Communication	3
Principles of Marketing	3
Area I Distribution Requirement	3
Area III Distribution Requirement	3–4
Area V Distribution Requirement	3
Required Electives	<u>6</u>
	32–36

*Course fulfills a general education requirement.

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics I	3
Principles of Management	3
Business Law I	3
Business Electives	9
Area IV Distribution Requirement	3
Physical Education	<u>2</u>
	35

DEPARTMENTAL MINORS

Minor in Accounting

The minor in Accounting provides students with a theoretical understanding of accounting. This background is useful for students majoring in related fields such as Finance, Informatics or Business Administration.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Accounting may not simultaneously declare a minor in Accounting.

Requirements of the Accounting Minor (18 credits)

- ACC220 Financial Accounting
- ACC225 Managerial Accounting
- ACC320 Intermediate Accounting I
- ACC325 Intermediate Accounting II

Two Accounting Electives (An Accounting elective is any course beginning with an ACC prefix that is not required in the Accounting minor and for which the prerequisite is met.)

Minor in Advertising

The Advertising minor provides students with the opportunity to explore the full range of the advertising process including advertising theory, advertising strategy, ad copywriting, media planning and ad production. Pursuing an Advertising minor is especially beneficial to students planning careers in advertising, public relations, or any area of marketing communication.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements in Advertising Minor (18 credits)

MKT200	Principles of Marketing
MKT330	Advertising
MKT360	Consumer Behavior
MKT390	Advanced Advertising

Two courses chosen from the following:

ART134	Concepts of Computer Graphics
ART210	Design I
ART211	Design II
ART346	Photographic and Digital Imaging Methods
CM226	Audio Production I
CM242	Video Production I (4 credits)

Minor in Finance

The minor in Finance provides the student with some specialization in the area of financial services. This growing service area includes careers in banking, brokerage firms, investments, and insurance.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Economics and Finance may not simultaneously declare a minor in Banking and Finance.

Requirements of the Banking and Finance Minor (15 credits)

ECO200	Principles of Economics-Macro
ECO201	Principles of Economics-Micro
FIN300	Managerial Finance I
FIN320	Investments
FIN410	Managerial Finance II

One course selected from the following:

ACC305	Taxation I
BUS346	Business Law II
FIN310	Real Estate Finance
FIN330	Risk Management and Insurance
ACC420	Derivative Securities
BUS498	Independent Study

Minor in Business Administration

The minor in Business Administration provides non-business students with an opportunity to explore basic business courses and supplement their major field of study. Non-business majors interested in pursuing an MBA would benefit by completing this minor as a foundation for most MBA programs.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. This minor is not available to students selecting any of the majors offered by the Department of Business Administration including Informatics.

Requirements of the Business Administration Minor (18 credits)

IFS105	Personal Productivity Computing
MKT200	Principles of Marketing
MGT250	Principles of Management
ACC220	Financial Accounting
ECO200	Principles of Economics-Macro (can be used to satisfy ADR II)
ECO201	Principles of Economics-Micro (can be used to satisfy ADR II)

Minor in Economics

The Economics minor provides students with the ability to analyze a broad range of socioeconomic phenomena and policy. Regulation, environmental protection, economic growth and development, the distribution of income, inflation, and the level of employment are the basics of economics. Economics contains the theoretical core for business finance, accounting, and marketing and provides a solid foundation for graduate work in business administration and law.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements of the Economics Minor (18 credits)

ECO200	Principles of Economics-Macro
ECO201	Principles of Economics-Micro
ECO310	Intermediate Macroeconomics
ECO390	Managerial Economics
ECO400	International Economics

Plus one of the following:

ECO300	Economic Perspectives
ECO350	Intermediate Microeconomics
ECO490	Economic Internship
BUS498	Independent Study

Minor in Entrepreneurial Studies

The minor in Entrepreneurial Studies focuses on topics such as innovation, change, the development of new business firms and formulating new business plans. Students planning to pursue careers in small business, whether a family-owned business or a new venture, will find this minor beneficial.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements of the Entrepreneurial Studies Minor (18 credits)

MKT200	Principles of Marketing
MGT250	Principles of Management
BUS320	Entrepreneurship
BUS340	Small Business Ventures

Two courses chosen from the following:

OBD380	Leadership and Change in Organizations
MKT380	Sales Management
BUS346	Business Law II (non-business majors would need to take BUS345 as a prerequisite)
BUS490	Business Internship
BUS498	Independent Study

Minor in Human Resource Management

The Human Resource Management minor emphasizes the skills and abilities needed by professionals who work in human resource or training and development units of organizations. Topics covered in these courses include recruitment, selection and training of human resources, employment law and labor relations. A student declaring a Human Resource minor may not also declare a Management minor.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements of the Human Resource Minor (15 credits)

MGT250	Principles of Management
MGT320	Human Resource Management

Three courses chosen from the following:

MGT315	Human Resource Development
OBD325	Organizational Behavior
MGT330	Labor Relations

MGT420	Employment Law
MGT435	Recruitment/Selection of Human Resources

Minor in Information Systems

The Minor in Information Systems provides a foundation in Information Systems, which along with the chosen major enables a student to pursue entry-level information systems career opportunities in specialized fields of expertise.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Informatics, Information Systems/Development, or Information Systems/End-User Support may not simultaneously declare a minor in Information Systems.

Requirements of the Information Systems Minor (18 credits)

One 100-level course

(Choose from IFS105, IFS160, IFS180)

One 200-level course

(Choose from IFS200 or IFS205)

Two 300-level courses

(Choose from IFS305, IFS325, IFS335, IFS350)

Two 400-level courses

(Choose from IFS410, IFS440, IFS460, IFS470, IFS490, IFS491)

Minor in International Business

The minor in International Business is designed to benefit students planning a career with organizations involved in international transactions. Business knowledge can be developed in a variety of areas to reflect possible career choices in international management, marketing, finance, planning and logistics. Cultural knowledge can be gained through a variety of foreign culture course offerings.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements of the International Business Minor

IBS200	International Business
MGT375	International Management
MKT370	International Marketing
ECO400	International Economics

One course selected from the following:

PS302 International Relations

G344 Economic Geography

One course selected from the following:

FIN400 International Finance

ACC415 International Accounting

Minor in Management

The minor in Management affords students the flexibility to tailor their management coursework to fit their chosen career goals. For example, students can choose a course from each facet of management such as operations, human resource/labor relations, and small business or can choose two courses in operations and two courses in human resources. The minor, along with the chosen major, enables a student to pursue management career opportunities in specialized fields. A student declaring a Management minor may not also declare a Human Resource or Operations minor.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Management may not simultaneously declare a minor in Management.

Requirements of the Management Minor (18 credits)

MGT250 Principles of Management

MGT320 Human Resource Management

MGT350 Operations Management

MGT440 Business, Government & Society

Two courses chosen from the following:

MGT315 Human Resource Development

OBD325 Organizational Behavior

MGT330 Labor Relations

OBD345 Organizational Theory and Processes

MGT360 Inventory Management**

MGT365 Purchasing Management**

MGT375 International Management

MKT380 Sales Management

OBD385 Industrial/Organizational Psychology (PSY363)

OBD380 Leadership and Change in Organizations

MGT420 Employment Law

MGT435 Recruitment/Selection of Human Resources

OBD445 Organization Development

**MGT360, MGT365 and MGT460 are not offered on a regular basis. Only when a sufficient number of students show interest in these areas will they be considered for rotation into the course schedule. If you have an interest in these areas, you should contact the Management Program Coordinator.

MGT450	Special Topics in Management
MGT460	Advanced Operations Management**
MGT490–491	Management Internship

Minor in Marketing

The Marketing minor is designed to be of benefit to students planning a career in a field related to marketing. Since the opportunities in marketing are so broad, the requirements for the minor are designed to give the student as much flexibility as possible. The Marketing minor would be especially beneficial to individuals planning to seek positions as advertising copywriters, advertising strategists, brand managers, global marketing strategists, logistics managers, market analysts, market researchers, professional salespeople, public relations specialists and sales managers.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation. Students graduating with a declared major in Marketing may not simultaneously declare a minor in Marketing.

Requirements of the Marketing Minor (15 credits)

MKT200	Principles of Marketing
MKT350	Business Marketing
MKT360	Consumer Behavior

One course chosen from the following:

MKT220	Personal Selling
MKT230	Retailing
MKT310	Fashion Marketing
MKT320	Retail Buying/Merchandising
MKT330	Advertising
MKT335	Internet Marketing
MKT340	Logistics
MKT370	International Marketing
MKT380	Sales Management
MKT390	Advanced Advertising
MKT410	Marketing Ethics
MKT450	Marketing Research
MKT475	Marketing Policy & Strategy
MKT490	Marketing Internship

Business Elective—A Business Elective is any course offered in the Department of Business Administration with the following prefixes—ACC, BUS, ECO, FIN, IBS, IFS, MBA, MGT, MKT, OBD, and QBA. Before enrolling in a course as a business

**MGT360, MGT365 and MGT460 are not offered on a regular basis. Only when a sufficient number of students show interest in these areas will they be considered for rotation into the course schedule. If you have an interest in these areas, you should contact the Management Program Coordinator.

elective, students must meet the prerequisites and conditions of the course as outlined in the course description.

Minor in Operations Management

In the Operations Management minor, students study the transformation process where inputs and the efforts of human resources combine to create a product or service. Here, topics of importance include advanced operations, inventory management, purchasing and logistics. The Operations Management minor prepares students for entry-level positions such as a production planner, buyer, or inventory analyst. *A student declaring an Operations Management minor may not declare a Management minor.*

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements for Operations Management Minor

MGT250	Principles of Management
MGT350	Operations Management

Three courses chosen from the following:

BUS340	Small Business Ventures
MKT340	Logistics
MGT360	Inventory Management**
MGT365	Purchasing Management**
MGT460	Advanced Operations Management**
MGT490	Management Internship
MGT498	Independent Study

Minor in Organization Development

Students completing the minor in Organization Development will be equipped with the tools necessary to identify organizational vision and values, align structure with environment and vision, identify and strengthen communication networks, articulate and measure results, build teams, aid in conflict management and develop performance enhancement strategies. This minor will provide students with the opportunity for cross-disciplinary study and is an excellent foundation for students who desire a graduate degree in either Human Resource Management or Organizational Behavior and Development.

**MGT360, MGT365 and MGT460 are not offered on a regular basis. Only when a sufficient number of students show interest in these areas will they be considered for rotation into the course schedule. If you have an interest in these areas, you should contact the Management Program Coordinator.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements of the Organization Development Minor (18 credits)

MGT250	Principles of Management
QBA315	Research Methods in Business
OBD345	Organizational Theory and Processes
OBD380	Leadership and Change (previously MGT380)
OBD325	Organizational Behavior (previously MGT325) OR
OBD385	Industrial/Organizational Psychology (also PSY363)
OBD445	Organization Development

Minor in Quantitative Management

The minor in Quantitative Management is designed for students who want to develop quantitative skills to supplement their major and career fields. This minor would be especially advantageous to students interested in quantitative research, engineering, operations research, or computer science.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements for Quantitative Management Minor (18 credits)

MAT120	Applied Calculus OR
MAT171	Calculus
MAT260	Elem. Linear Algebra
QBA260	Business Statistics I OR
MAT250	Elements of Statistics
QBA265	Business Statistics II
QBA310	Management Science
EGR305	Statistical Design and Process Control

Minor in Retailing

The minor in retailing is designed to be of benefit to students planning a career in or related to retailing. Retailing careers fall into two broad areas. The first is operations, which would include department management, store management and district management. The other area of retailing is merchandising, which would include merchandise buying, merchandise display and merchandise planning.

Students must attain a 2.0 or better in each course that serves as a prerequisite to a subsequent business course. (Refer to the course description section of this catalog

for specific prerequisites.) Failure to attain a 2.0 in prerequisite courses may lengthen the time to graduation.

Requirements for Retailing Minor (15 credits)

MKT200 Principles of Marketing

MKT230 Retailing

MKT355 Internet Marketing

Two courses chosen from the following:

MKT220 Personal Selling

MKT310 Fashion Marketing

MKT320 Retail Buying & Merchandising

MKT340 Logistics

MKT360 Consumer Behavior



TRANSFORMING THE FUTURE BY INSPIRING EXCELLENCE IN EDUCATION

As professional educators, members of the Department of Education believe that the quintessential challenge in education is the quality preparation of candidates for a profession in education. To achieve this goal, the mission of the Department is to develop skills in critical thinking, decision making and cognitive and affective development. The Department is committed to the preparation of students who are highly skilled in the dynamics of human growth, a receptiveness to change and innovation, and the ability to empower learners with the requisite knowledge, skills, and attitudes to become lifelong learners. As well, the Department seeks to educate future teachers who are committed to their own lifelong learning.

The Department of Education offers a Baccalaureate degree in Elementary Education (K–6), Elementary Education (K–6)/Special Education (N–12), Music Education (K–12), as well as degrees in several secondary certification programs (7–12) in cooperation with other academic departments. Secondary certification options include: Biology, Communication, English, General Science, Mathematics, Citizenship Education, and Social Science. These programs are also available to individuals already holding an undergraduate or graduate degree in another discipline. In addition, it provides an option through the Alternate Program for careers other than the traditional K–12 classroom teaching setting. The Department also offers a Master's of Education degree with optional themes in "Educational Leadership" or "Reading." Additionally, it serves as a center for Professional Development offering courses, workshops, and other educational experiences which meet state mandates for continued educational licensing.

MASTER OF EDUCATION DEGREE

The Master of Education program at York College of Pennsylvania is a professional preparation program dedicated to building the leadership capacity of regional public and private schools. The M.Ed. program was developed in collaboration with school district personnel and regional advisory groups.

The M.Ed. Program at York College prepares graduates to assume leadership roles in public and private schools in which the respective leadership roles of administrator and teacher are emphasized and honored. Candidates in the M.Ed. Program may specialize in Educational Leadership, leading to Pennsylvania Department of Education Certification as a K–12 Principal or in Reading, leading to a certification as a school Reading Specialist. There is also a Principal Certification and a School Reading Specialist certification track for those students who possess an advanced degree and who wish to work in a school-based position requiring Pennsylvania Principal or School Reading Specialist Certification. The program is oriented toward working

professionals. All courses are offered in the evening hours, Monday through Thursday during the regular academic year and in both day and evening classes each summer. Core courses are taught throughout the academic year.

Courses are taught by a faculty comprised of full-time and adjunct professors in classes where small enrollments allow for appropriate individual attention. Our full-time faculty have held positions in public and/or private education, and continue to be engaged in ongoing educational consultation. Most of our adjunct professors are currently working in their chosen fields and, therefore, bring a valuable practical authenticity to the program. By design, the York College M.Ed. model creates continuous opportunities for collaboration and mentoring. Course and field experiences are authentic and directly applicable to the realities of education today.

The *Educational Leadership degree/K-12 Principal certification* program includes 12 credit hours of core courses, 21 credit hours of specialization courses and a 4-credit-hour, 2 semester supervised administrative internship.

The *Reading degree/Reading Specialist certification* program includes 12 credit hours of core courses and 24 credit hours of reading specialization courses including 2 clinical practicum experiences.

The *Reading Specialist Certification* sequence includes one core course, Advanced Educational Psychology, and 21 credit hours of reading specialization courses.

QUALITY OF INSTRUCTION

Each year, York College education majors take the PRAXIS exams, a series of six to seven tests administered by the Educational Testing Service. Successful completion of these exams is a requirement for certification in the commonwealth of Pennsylvania as well as several other states. They are also an indication of the strength of the instructional program. York College students are well prepared for successful careers as classroom teachers.

Results from the 2002–2003 testing cycle are cited below:

	<i>York College Pass Rate</i>	<i>PA Statewide Pass Rate</i>
Basic Skills		
Communication Skills	98%	95%
General Knowledge	98%	94%
Professional Knowledge		
Principles Learning/Teaching K-6	98%	95%
Principles Learning/Teaching 7-12	92%	92%
Academic Content Areas		
Elementary Ed. Curriculum	96%	92%
Eng. Lang., Lit., Comp. Content	100%	96%
Social Studies Content*	79%	92%

*The number of York College students taking other secondary education exams was not sufficient enough for ETS to generate comparative scores.

Overall, 90% of all York College Education majors passed the PRAXIS exams on their first administration. Statewide, the pass rate for all teacher preparation institutions is 88%.

PROGRAM PRINCIPLES

Teachers will play an increasingly central role in the social and cognitive development of youth. Accordingly, we believe that these professionals must serve as intellectual and personal models to their students. It is in this spirit that the Teacher Education Program commits itself to the following Principles of Effective Teaching:

1. Effective teaching demands a dedication to learning and development.
2. Effective teaching requires an understanding of how learning occurs and the interpretation of student needs to assure continuous progress in learning.
3. Effective teaching is an on-going process of assessing needs, planning instruction and evaluating results.
4. Effective teaching requires the utilization and integration of knowledge derived from many academic areas.
5. Effective teaching requires teachers who are intellectual and personal models for students.

GENERAL OBJECTIVES

The prospective teacher will:

1. Demonstrate effective communication skills in oral, written, and nonverbal behavior.
2. Demonstrate a knowledge of human development and its implications for the teaching-learning situation.
3. Be able to define the roles and responsibilities of teachers and other school staff members.
4. Be able to describe the American educational system with respect to its historical, sociological, and philosophical foundations as well as its functions in today's society.
5. Demonstrate an acceptable degree of skill in applying educational principles in an instructional setting.
6. Demonstrate the characteristics of a professional.

ADMISSION, ADVANCEMENT, AND RETENTION IN TEACHER EDUCATION *

The Teacher Education Program at York College reflects the research and practices which have been identified as fostering excellence in teaching. We strive to advance only the highest caliber teacher candidates at each level of the preparatory program.

*The York College Department of Education is approved by the Pennsylvania Department of Education (PDE) as a certifying agency. From time to time PDE enacts new regulations or mandates that supersede the requirements listed in the York College catalog. Students are encouraged to meet with their advisors on a regular basis to keep abreast of any changes or modifications in state regulations.

The minimum grade point average required of our students in order to advance to the professional semester reflects our belief that teachers must serve as intellectual models for their students. In addition to a demonstrated level of intellectual competence, we consider certain attributes to be associated with the caliber of teacher we desire to graduate from our program. (See section "Advancement to Professional Semester".)

Admission to Degree Program

Elementary Education, Elementary Education/Special Education, and Secondary Certification students must meet the general admission requirements of the College. **Admission to the Education Program does not guarantee advancement to The Professional Educator Status in the Teacher Education Program nor to the Professional Semester, which includes student teaching.**

Freshmen normally schedule General Education classes and not education courses. With the exception of ED221 Introduction to American Education, ED200 Instructional Technology, and early placement in a Field Experience, freshmen do not normally participate in coursework in the professional education block (designated by an EE or SE prefix).

At the time of admission to the College, students enter as precandidates and are assigned a faculty advisor.

Advancement to Pre-Professional Educator Status (PPES)

Application for Pre-Professional Educator Status in the Teacher Education Program is made after satisfactory completion of the following criteria:

1. An overall G.P.A. of 3.00 for those admitted on or after September 1, 2003 and within the first 48 credits at York College of Pennsylvania.
2. Successful completion of WRT101, WRT200, CM104, two math courses, and ED221 with a minimum grade of B in each course.
3. Acceptable performance on the PRAXIS PPST reading, writing, and mathematics exams. (This includes transfer students.)
4. Evidence of successful completion of 30 hours of Field Experience must be provided by the applicant by presenting the appropriate copies of the Attendance and Evaluation Forms.

Field Experience

The importance of being in the K-12 classroom prior to student teaching is confirmed through the opportunities provided by the Field Experience Program. Specifically, there is a mandatory in-school experience required of all those who seek teacher certification. Each candidate is to accumulate a minimum of one-hundred fifty hours (150 hours) of field experience time. This entails working with students in a classroom setting as an instructional assistant, or minimally, as an observer. In this setting, students are encouraged to become actively involved in the teaching process. Each candidate is expected to have had five such experiences (of 30 hours each) prior to the Professional Semester. Three of these five settings must be in a public school classroom environment and at least one of these in an urban school.

Retention in the Program

Retention in the program is based upon the following criteria:

1. An overall G.P.A. of 3.00 for those admitted on or after September 1, 2003 and at the time of Pre-Professional Educator Status.
2. Compliance with, and successful progression toward, completion of Field Experience requirements (as specifically outlined in the Field Experience Handbook.)
3. Possession of the personal and professional attributes which are consistent with effective teaching.
4. Compliance with the Academic Honesty Policy of York College. Violation of this policy will result in dismissal from the program.

Advancement to the Professional Semester

One year prior to the academic term of the Professional semester, students will complete an application form. At the time of submission of this application, students must have a G.P.A. of 3.00 if admitted on or after September 1, 2003, have completed a minimum of 120 hours of Field Experience, have successfully completed the PRAXIS PPST Writing, Reading and Mathematics Exams and been approved for Pre-Professional Educator Status. Applicants' records are reviewed by the Coordinator of Field Experience.

Qualifications Required for Placement in Student Teaching:

1. A minimum G.P.A. of 3.00 if admitted on or after September 1, 2003.
2. Successful completion of 150 hours of Field Experience.
3. Successful completion of all professional courses as designated on departmental checklists. (All ED, EE and SE courses, English and Speech, PSY320, ED360, MUS291, ART396, Science and Math, Literature and other required courses must be taken for a grade and may not be taken on a Pass/Fail basis.)
4. Affirmation by the Coordinator of Field Experience, based upon 1–3 above, and demonstration of the requisite professional and personal attributes consistent with effective classroom teachers. The latter consists of:

- Competence in written and oral expression
- Professional attitude
- Personal enthusiasm
- Ethical, moral character
- Personal organization
- Ability to meet deadlines
- Good interpersonal skills
- Ability to accept and profit from constructive criticism
- Personal maturity
- Use of prudent judgement
- Class attendance

Demonstrated interest in educational activities (special events, Student Education Association, etc.)

(Note: Students who have not removed deficiencies in their professional or academic specialization courses, and those who are on academic probation, cannot be granted permission to enroll in the Professional Semester.)

If there are any circumstance(s) (geographical, family, economical, physical, or psychological) of which the Department of Education should be made aware, which may affect the safety of the candidate or that of the student(s) with whom he/she shall be working, it (they) should be shared with the Coordinator of Field Experience (written and in a sealed envelope).

A review process exists for students who wish to appeal a decision made by the Coordinator of Field Experience or the Department of Education and is detailed in the *Handbook for Teacher Certification Students*.

Interview with Coordinator of Field Experiences

The semester previous to Student Teaching placement includes a meeting with the Coordinator of Field Experiences. A review of records and an overview of the Professional Semester is discussed with the candidate.

THE PROFESSIONAL SEMESTER

The Professional Semester consists of two courses and student teaching. One course is completed within a three-week period; another (Student Teaching Practicum) continues throughout the semester. Student teaching begins the first day of the semester and continues to the end of the academic term. During the first three weeks, student teachers will be in their assigned classrooms during the morning and attend class on campus during the afternoons. Beginning the fourth week, student teachers will be in the assigned classrooms all day. There is a stipulation that students take no additional coursework during the Professional Semester. Additionally, students are strongly advised not to hold a job, coach, be involved in an organization, or be involved in any extracurricular activities during the Student Teaching Experience.

Student Teaching

The Department of Education endeavors to make suitable arrangements for students admitted to the Professional Semester. It cannot guarantee assignments. It should be noted that student teachers adhere to the district calendar, policies, and practices adopted by the school to which they are assigned. York College provides liability insurance for its student teachers.

Removal from Student Teaching

A Student Teacher may be removed from Student Teaching for a variety of academic, personal, health, and/or professional reasons. The decision to remove a Student Teacher is made jointly by the Cooperating Teacher, Building Principal, College

Supervisor, Coordinator of Field Experience, and the Chair of the Department of Education. The Student Teacher is then placed in EE/SE405, Focused Studies in Education (see course description, page 327).

Return to the Department of Education following removal from Student Teaching

A former Student Teacher wishing to return for a second chance may not submit an application for re-admittance to the Department of Education until a minimum of one semester has passed. The student will have to meet all current requirements and coursework in effect at the time of re-application. The student will have to provide evidence of growth and maturity and the student will have to interview with the faculty of the Department of Education. The department faculty will evaluate all the preceding information and rule on the request for re-admittance.

GRADUATION REQUIREMENTS FOR TEACHER EDUCATION PROGRAMS

Students must meet all of the graduation requirements set by the College and by the certification area in which they are enrolled.

CERTIFICATION REQUIREMENTS

- a. Students who wish Pennsylvania certification must submit an application to the York College Department of Education for Pennsylvania certification. Specified deadlines must be observed.
- b. Teacher candidates must meet all requirements set by the Pennsylvania Department of Education. These include:
 1. Successful completion of Baccalaureate Degree.
 2. Successful completion of the Pennsylvania-required PRAXIS Examinations administered by Educational Testing Service.
 3. Successful completion of YCP Teacher Certification Program, including the student teaching experience.
- c. Students who desire a specific out-of-state certification must contact the appropriate State Department of Education for requirement information.

Teacher Certification Placement Service

Bona fide teacher education students register with the Career Services Office to establish referral credentials and to participate in career preparation workshops.

Policy for Transfer Students

If students wish to transfer into the Teacher Education Program from another college/university, they must submit a letter of interest, transcript, have earned a minimum cumulative grade point average of 3.0, have a B or better in WRT101, WRT200, CM104, 2 math courses, and ED221, successfully completed the PRAXIS PPST Reading, Writing and Mathematics Exams, and submit a minimum of two written

letters of recommendation from the school from which they are transferring. If the student has less than a B in any of the six courses or has not yet completed the six courses, the student must enter York College as an undeclared student, complete the remaining coursework, and then transfer into the desired Education major.

Students wishing to transfer into the Teacher Education Program from another program within York College must obtain an Application to Transfer into Education, submit a written letter of approximately 300 words, a minimum of two letters of recommendation from York College faculty members or other persons qualified to describe the student's qualifications, and a copy of a current transcript indicating a minimum 3.0 grade point average. Additionally, the student must meet the current Education coursework minimum grade requirements, earn a "3" or better in WRT101, WRT200, CM104, two math courses, ED221, and successfully complete the PRAXIS PPST Reading, Writing, and Mathematics Exams. Applications are accepted on a first come, first served basis. Submission of the proper materials does not guarantee acceptance. Students will be notified at the end of their interview of the disposition of their application. Students who are rejected two times must wait one semester to reapply.

NO Education courses beginning with the prefix EE or SE may be scheduled until the student is officially accepted as an Education major. ED221 Introduction to American Education, ED200 Instructional Technology, SPE coursework, and a few selected other courses may be scheduled by any non-major.

The Department of Education reserves the right to determine which courses of study will be transferrable and accepted. Once the above requirements have been met, students will be conditionally accepted as matriculated Education students for two semesters. Prior to, or during, the second semester after acceptance, students must also submit the Pre-Professional Educator Status application.

If students meet the PPES requirements, they will be accepted into the Teacher Education Program as a candidate. These individuals must continue to comply with the RETENTION, ADVANCEMENT, GRADUATION and CERTIFICATION requirements for completion of the Teacher Education Program. If any individuals do not meet these requirements, they will be dismissed from the Teacher Education Program.

Education Degree without Certification—"Alternate Program"

Teacher Certification may be achieved through the successful acquisition of a Baccalaureate Degree in Elementary Education or, for secondary candidates, completing a Baccalaureate in a designated major with an "education core" (See "Secondary Education"). A Baccalaureate degree may be obtained without certification by those individuals who have expressed interest in the broader concept of "education" (as it refers to related careers and interests) but who do not desire work in a public school classroom setting. Reflective of this option, students elect to schedule Directed Professional Educational Experience (EE/SE416) for a maximum of four credits. This experience is tailored to meet the personal and career goals of the individuals. Accordingly, the experience might include a combination of coursework and research activity that responds to the student's particular needs. Those electing, or being

recommended for, this option may seek career paths which include work experiences dealing with people and education in a variety of settings other than the classroom. Examples of career paths served by this non-certification degree are: positions involving training and development in a variety of businesses and corporations; educational specialists within social services or governmental agencies; administrators of community agencies; careers in public relations and banking; and youth organizations. Students opting for this program must officially apply one year prior to entering their Professional Semester.

Certification for Individuals Possessing an Undergraduate or Graduate Degree

Please contact the Department of Education for further details as specific coursework and other experiences are necessary for candidates to be recommended for certification.

BACCALAUREATE DEGREE PROGRAMS

Bachelor of Science in Elementary Education

Bachelor of Science in Elementary Education/Special Education

Bachelor of Arts in Secondary Education (Communication, English, Citizenship Education, Social Science)

Bachelor of Science in Secondary Education (Biology, General Science, Mathematics)

Bachelor of Science in Music Education

Bachelor of Science in Sport Management

Bachelor of Science Degree in Elementary Education

Requirements for Graduation:

To be eligible for graduation, students majoring in elementary education must complete all program requirements including a minimum of 128 credits, achieve the appropriate grade point average, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four "Common Core" courses—two English courses, the Human Communications course, and one math course (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining "Common Core" courses. A cumulative York College of Pennsylvania grade point average of 3.0 must be achieved in order to student teach and graduate. Students seeking certification in Elementary Education will be required to have 150 hours of Field Experience prior to the Professional Semester and meet specific requirements as noted in The Handbook for Teacher Certification Students.

Required Courses in Elementary Education:Selected Courses Meeting Certification Standards²

	Literature Elective
ART396	Art Education for Elementary Teachers ⁴
BIO120	Field Natural History ¹ OR
BIO124	Oceanography OR
BIO152	Biology II OR
BIO208	Biology of Animals
BIO210	Marine Biology OR
BIO212	Environmental Biology OR
BIO214	Tropical Ecology OR
BIO216	Microbes: Unseen Life on Earth OR
BIO232	Plant Taxonomy
BIO300	Ecology AND
Any Physical Science ¹	Recommended: ESS152 Earth/Space Science OR PSC152 OR PSC154 Physical Science ¹
G243	Introduction to Geography
H121	History of Western Civilization I OR
H122	History of Western Civilization II
H221	History of American Civilization I OR
H222	History of American Civilization II
PS141	American Government
MAT215	Sets and Number Systems II
PSY100	General Psychology
PSY320	Developmental Psychology ¹
MUS291	Educational Experience in Music ⁴
SOC100	Introduction to Sociology ¹

Professional Preparation Courses²

ED200	Instructional Technology
ED221	Introduction to American Education
EE402	Legal Issues in Education ³
EE310	Physical Education/Health in the Elementary Classroom ¹
EE300	Teaching Elementary Language Arts
EE301	Foundations of Reading
EE302	Diagnostic and Remedial Reading
EE304	Teaching Elementary Social Studies
EE315	Teaching Elementary Mathematics
EE316	Teaching Elementary Science
EE360	Psychology of Teaching/Elem. Ed.

Professional Semester^{2,4}

EE404	Student Teaching OR
EE416	Directed Professional Education Experience ⁵
EE412	Practicum in Student Teaching

EE413	Selected Topics in Education
SE310	Student Assistance Seminar (1 credit elective)

Notations:

¹Satisfies Area Distribution Requirements

²Grade earned must be a 2.0 or better. This includes all courses in field of major study.

³EE402–Legal Issues in Education must be scheduled the Fall or Spring term immediately prior to the Professional Semester.

⁴Students are required to have earned a cumulative grade point average of 3.00 if admitted on/ after September 1, 2003 before admittance into the Professional Semester.

⁵Taken as an option to EE404 by students seeking the degree without certification.

Elementary Education (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Human Communication	3
Sets and Number Systems I & II	6
Information Literacy	2
General Psychology	3
Introduction to Sociology	3
Introduction to American Education	3
Area I Distribution Requirement	3
Physical Education	1
Instructional Technology	<u>3</u>
	33

<i>Sophomore Year</i>	<i>Credits</i>
Teaching Elementary Language Arts	3
Foundations of Reading	3
Diagnostic & Remedial Reading	3
Area I Distribution Requirement	3
Area III Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
History of Western Civilization	3
History of American Civilization	3
Teaching Elementary Math	<u>3</u>
	30

<i>Junior Year</i>	<i>Credits</i>
Area III Distribution Requirement	3
Topics in Children's Literature	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Developmental Psychology	3
Psychology of Teaching/Elem. Ed.	3
Introduction to Geography	3

Physical Education	1
Teaching Elementary Social Studies	3
Art Education for Elementary Teachers	3
Physical Education/Health in the Elementary Classroom	3
Seminar in Education	1-3
Educational Evaluation	<u>3</u>
	35-37
<i>Senior Year</i>	<i>Credits</i>
Literature	3
Teaching Elementary Science	3
Professional Development	1-3
Educational Experience in Music	3
Assessment/Instructional Design	3
Behavioral Design Intervention	3
Elective (outside the major)	2
Legal Issues in Education*	2
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>	
Selected Topics EE413	
Student Teaching EE404 OR	
Directed Professional Education Experience EE416	
Practicum in Student Teaching EE412	
Student Assistant Seminar SE310 (1 credit elective)	<u>12</u>
	32-34

Bachelor of Science Degree in Elementary Education and Special Education (Dual Certification)

Requirements for Graduation:

To be eligible for graduation, students majoring in elementary Education/Special Education (dual certification) must complete all program requirements, including a minimum of 157 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four "Common Core" courses—two English courses, the Human Communications course, and one math course (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining "Common Core" courses. Students seeking certification in Elementary Education/Special Education will be required to have 150 hours of Field Experience prior to the Professional Semesters (90 hours in Elementary Education and 60 hours are directed through Special Education coursework) and meet specific

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

requirements as noted in The Handbook for Teacher Certification Students Legal Issues in Education must be taken the semester prior to the Professional Semester.

Required Courses in Elementary Education/Special Education:**

Courses Meeting Certification Standards:

ART396	Art Education for Elementary Teachers ⁴
MUS291	Educational Experience in Music ⁴
SOC100	Introduction to Sociology
MAT215	Sets and Number Systems II
PSY100	General Psychology
PSY320	Developmental Psychology ¹
PE134	Concepts of Physical Activity
G243	Introduction to Geography
H121	History of Western Civilization I <u>OR</u>
H122	History of Western Civilization II
H221	History of American Civilization I <u>OR</u>
H222	History of American Civilization II
PS141	American Government
_____	Literature Elective

Sciences

Three credits are to be chosen from BIO120, BIO124, BIO210, and BIO212 and three credits chosen from ESS152, PSC152, PSC154, or any other Physical Science lab course.

Professional Preparation Courses

ED200	Instructional Technology
ED221	Introduction to American Education
EE300	Teaching Elementary Language Arts
EE301	Foundations of Reading Instruction
EE302	Diagnostic and Remedial Reading
EE304	Teaching Elementary Social Studies
EE310	Physical Education/Health in the Elementary Classroom ¹
EE315	Teaching Elementary Mathematics
EE316	Teaching Elementary Science
EE360	Psychology of Teaching/Learning Elem.
EE380	Topics in Children's Literature
EE402	Legal Issues in Education*
PSY327	Psychology of Exceptional Children
SPE205	ADHD and Autism Spectrum Disorder
SPE206	Emotional Support
SPE302	Assistive Technology
SPE303	Mental Retardation
SPE333	Assessment and Instruction Design: Specific Learning Disabilities

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

**Subject to change based on Pennsylvania Dept. of Education requirements.

SPE338	Assessment and Instructional Design: Mild, Moderate, and Severe Disabilities
SPE340	Behavioral Design/Intervention & Classroom Management
SPE351	Transitions in Special Education

Elementary Education Professional Semester

EE404	Student Teaching
EE412	Student Teaching Practicum
EE413	Selected Topics in Education

Special Education Professional Semester

SPE412	Student Teaching Practicum/Special Education
SPE416	Student Teaching/Special Education
SPE451	Analysis of Research: Senior Seminar

Elementary Education/Special Education (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
Human Communication (CM104)	3
General Psychology (PSY100)	3
English Composition (WRT101 and WRT200)	6
Information Literacy (IFL101)	2
Sets and Numbers (MAT115 and MAT215)	6
Introduction to Sociology (SOC100)	3
Introduction to American Education (ED221)	3
Instructional Technology (ED200)	3
Physical Education	1
Area I Distribution Requirement	<u>3</u>
	33

<i>Summer</i>	<i>Credits</i>
Area I Distribution Requirement	3
History of American Civilization I (H121) OR	
History of Western Civilization (H221)	<u>3</u>
	6

<i>Sophomore Year</i>	<i>Credits</i>
Psychology of Exceptional Children (PSY327)	3
Foundations of Reading (EE301)	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Educational Experiences in Music (MUS291)	3
Introduction to Geography (G243)	3
Physical Education	1
Literature	3
Emotional Support (SPE 206)	3
Mental Retardation (SPE 303)	3

Teaching Elementary Mathematics (EE315)	3
Teaching Elementary Language Arts (EE300)	<u>3</u>
	35
<i>Summer</i>	<i>Credits</i>
Laboratory Science (BIO)	3
Area IV Distribution Requirement	<u>3</u>
	9
<i>Junior Year</i>	<i>Credits</i>
Developmental Psychology (PSY320)	3
ADHD/Autism Spectrum Disorder (SPE205)	3
Assessment and Instructional Design: SLD (SPE333)	
Physical Education/Health in the Elem. Classroom (EE310)	3
Teaching Elementary Social Studies (EE304)	3
Diagnosti and Remedial Reading (EE302)	3
Area V Distribution Requirement	3
Assistive Technology (SPE302)	2
Art Education for Elem. Teachers (ED396)	3
Topics in Children's Literature (EE380)	3
Psychology of Learning (ED371)	<u>3</u>
	32
<i>Summer</i>	<i>Credits</i>
Lab Science (Physical Science)	3
Elective (Outside the major)	<u>2</u>
	5
<i>Senior Year</i>	<i>Credits</i>
Teaching Elementary Science	3
Assessment and Instructional Design: Mild, Mod. Sev. (SPE338)	3
Legal Issues in Education	2
Transitions in Special Education (SPE 351)	3
Educational Assessment (SPE364)	3
Behavior Design/Intervention and Classroom Mgt. (SPE340)	<u>3</u>
	17
<i>Elementary Education Professional Semester</i>	
Student Teaching (EE404)	8
Practicum in Student Teaching (EE412)	1
Selected Topics (EE413)	<u>3</u>
	12
<i>Special Education Professional Semester</i>	
Directed Professional Educational Exp. (SPE416)	8
Practicum in Student Teaching (SPE412)	1
Analysis of Research: Senior Seminar (SPE451)	<u>3</u>
	12
Student Assistance Seminar (SE310)	(1 credit elective)

Bachelor's Degrees in Secondary Education

Certification programs are offered in a variety of academic disciplines. This provides the candidate opportunity to teach at the junior high, middle school, and/or high school level. (General Science certification is primarily oriented to the junior high and middle school.) Students pursuing certification in Secondary Education must complete the discipline certification requirements of the respective academic department. (Please review all notations at the end of each program of study.)

Bachelor of Arts Degree in Secondary Education— English or Communications

The Secondary Education–English or Communications program is designed to prepare students for a career in teaching English at the secondary school level. The program includes coursework in the following areas: General Education requirements, English and Humanities Department requirements, specialization courses or English elective courses, professional preparation courses, and a professional semester of student teaching. This program provides instruction and practical experiences in determining effective instructional approaches in the teaching or particular components of the secondary school curriculum: language study, reading, literature, writing, listening, and speaking. Students develop an awareness of the many responsibilities faced by secondary English teachers and learn how to work within today's school environment to improve instructional effectiveness and efficiency. The education courses focus on the effectiveness of the teacher's methods and on the value of the students' learning experiences.

Coursework for the Secondary Education–English program emphasizes study of literature, writing, language and linguistics, and drama or film. It includes twelve credit hours of English electives, with two courses chosen from literature, one of which must be multicultural. The Secondary Education–Communications program emphasizes study of communications (applied and theoretical), literature, drama, language and linguistics, and visual communication. It includes six credit hours of electives in speech, media, or drama.

Students must apply for admission into the teacher education program according to the Education Department's guidelines. In addition, students must complete 150 hours of Field Experience and pass the PPST or C-PPST Reading, Writing and Mathematics PRAXIS exams and the English or Communication PRAXIS exam. (See Department of Education for a complete description of teacher preparation requirements.)

Requirements for Graduation:

To be eligible for graduation and certification with a Pennsylvania teaching certificate, students majoring in Secondary Education - Communications must complete all program requirements including a minimum of 127 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may

not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students must have earned a 3.0 cumulative grade point average to begin the Professional Semester and must achieve a grade of 3.0 or better in WRT101, WRT200, CM104, MAT111, a second math course, and ED221. Students must pass all remaining core courses with a 2.0 or better and may not take any of the courses offered by the department on a pass/fail basis.

Required Courses in Secondary Education–Communications:

Discipline Certification Requirements:

CM206	Communication Theory ²
CM211	Mass Communication
CM212	Public Speaking
LIT160	Introduction to Literature
THE254	Introduction to Theatre
LIT281	American Literature to 1885 ^{1,2} OR
LIT282	American Literature after 1885 ^{1,2}
LIT283	British Literature to 1750 ^{1,2} OR
LIT284	British Literature after 1750 ^{1,2}
LIT310	Language and Linguistics
LIT323	Shakespeare I ² OR
LIT324	Shakespeare II ^{1,2}

Concentration Courses

ART134	Concepts of Computer Graphics
CM100	Public Speaking Practicum
CM132	Radio Practicum
THE350	Theatre Practicum

And six additional credits from one of the following areas

Speech

CM304	Group Discussion
CM327	Persuasion
CM328	Organizational Communication
CM329	Interpersonal Communication
CM450	Internship
CM498	Independent Study

Media

CM231	Radio Production I
CM242	Video Production I
CM332	Media Writing
CM340	News Writing/Production
CM355	Electronic News Reporting
CM450	Internship
CM498	Independent Study

Drama

THE205	Text Performance
THE258	Stagecraft
THE262	Acting
THE351-353	Theatre Practicum
THE354	History of Theatre
LIT416	Modern Drama

Professional Preparation Courses² (29-32 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Sec. School Experience
SE351	Teaching Strategies
SE353	Teaching Communication
SE360	Reading/Writing Across the Curriculum
SE361	Psychology of Teaching/Learning Sec. Ed.
MAT	See advisor

Professional Semester^{2,4}

ED404	Student Teaching OR
ED405	Focused Studies ⁵
SE412	Practicum in Student Teaching
SE413	Selected Topics
SE310	Student Assistance Seminar (1 credit elective)

Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 or better. This includes *all* courses in field of major study.³SE402-Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.⁵Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education-Communications (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology OR General Psychology	3
Area V Distribution Requirements	6

Human Communication	3
Physical Education	1
Mathematics	<u>3</u>
	33
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology OR General Psychology	3
Introduction to American Education	3
Instructional Technology	3
Psychology of Teaching/Sec. Ed.	3
Area III Distribution Requirements	6–8
Free Electives	8
Area of Concentration Courses	3
Introduction to Literature	3
American or British Literature	3
Physical Education	<u>1</u>
	31–33
<i>Junior Year</i>	<i>Credits</i>
Free Electives	3
Communication Theory	3
Mass Communication	3
Introduction to Theatre	3
American or British Literature	3
Language and Linguistics	3
Secondary School Experience	3
Teaching Strategies	3
Area of Concentration Courses	<u>9</u>
	33
<i>Senior Year</i>	<i>Credits</i>
Public Speaking	3
Shakespeare I or II	3
Legal Issues in Education*	2
Teaching Communication	3
Free Electives	6
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>	
Student Teaching OR	ED404
Focused Studies	ED405
Practicum in Student Teaching	SE412
Selected Topics	SE413
	<u>12</u>
	29
Student Assistance Seminar SE310 (1 credit elective)	

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Bachelor of Arts in Secondary Education–English

Requirements for Graduation:

To be eligible for graduation, students majoring in Secondary Education-English must complete all program requirements including a minimum of 125 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students must achieve a grade of 3.0 or better in WRT101, WRT200, CM104, MAT111, a second math course, and ED221. Students must pass all remaining core courses with a 2.0 or better and may not take any of the courses offered by the department on a pass/fail basis.

Required Courses in Secondary Education–English:

Discipline Certification Requirements:

LIT160	Introduction to Literature
THE205	Text Performance
THE254	Introduction to Theatre OR
FLM316	Introduction to Film
LIT281	American Literature to 1885 ^{1,2} OR
LIT282	American Literature after 1885 ^{1,2}
LIT283	British Literature to 1750 ^{1,2} OR
LIT284	British Literature after 1750 ^{1,2}
LIT310	Language and Linguistics
WRT315	Advanced Composition
LIT323	Shakespeare I ² OR
LIT324	Shakespeare II ²

English Electives: 12 credits in FLM, LIT, THE, or WRT required including at least 3 credits of LIT and one of the following 3-credit multicultural literature courses:²

LIT203	African-American Literature
LIT285	European Literature to 1600
LIT286	European Literature since 1600
LIT291	Short Story
LIT346	Literature and Society
LIT347	Literature and Psychology
LIT416	Modern Drama

Professional Preparation Courses² (24–27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Sec. School Experience

SE351	Teaching Strategies
SE353	Teaching Communication
SE360	Reading/Writing Across the Curriculum
SE361	Psychology of Teaching/Learn Sec. Ed.
MATH	See Advisor

Professional Semester^{2,4}

ED404	Student Teaching OR
ED405	Focused Studies ⁵
SE412	Practicum in Student Teaching
SE413	Selected Topics
SE310	Student Assistance Seminar (1 credit elective)

Notations:

¹Satisfies Area Distribution Requirements

²Grade earned must be a 2.0 or better. This includes *all* courses in field of major study.

³SE402–Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.

⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.

⁵Taken as an option to ED404 by students seeking the degree without certification.

Secondary Education–English (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving in Mathematics	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area V Distribution Requirements	6
Mathematics	3
Physical Education	<u>1</u>
	33
 <i>Sophomore Year</i>	 <i>Credits</i>
Human Communication	3
Introduction to American Education	3
Instructional Technology	3
Psychology of Teaching/Sec. Ed.	3
Area III Distribution Requirements	6–8
Introduction to Literature	3
American Literature	3
English Elective	3
History of the English Language	3
Physical Education	1
Free Electives	<u>3</u>
	31–33

<i>Junior Year</i>	<i>Credits</i>
Introduction to Theatre or Film	3
Advanced Composition	3
British Literature	3
Language and Linguistics	3
Text Performance	3
English Elective	3
Secondary School Experience	3
Teaching Strategies	3
Free Electives	<u>7</u>
	31

<i>Senior Year</i>	<i>Credits</i>
English Electives	6
Shakespeare I or II	3
Legal Issues in Education*	2
Teaching Communication	3
Free Elective	3

Professional Semester (A 3.0 GPA, or greater, required)

Student Teaching OR	ED404
Focused Studies	ED405
Practicum in Student Teaching	SE412
Selected Topics	SE413
	<u>9</u>
	26

Student Assistance Seminar SE310 (1 credit elective)

Bachelor of Arts in Secondary Education–Citizenship Education

Requirements for Graduation:

To be eligible for graduation, students majoring in Secondary Education–Citizenship must complete a minimum of 126 credits, achieve a cumulative grade point average of 3.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete the general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four “Common Core” courses—two English courses, the Human Communications course, and one math course (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining “Common Core” courses.

Secondary Education–Citizenship Majors are encouraged to complete a dual major in either History or Political Science.

*Legal Issues in Education must be taken the semester prior to the Professional Semester. (At the time this catalog editing took place, application was forwarded to the Pennsylvania Department of Education for permission to recommend certification in Secondary Social Studies. This would allow the successful candidate to teach all coursework of both Citizenship Education and Social Science.)

See the requirements for the History Baccalaureate degree and the Political Science Baccalaureate degree.

Required Courses in Secondary Education—Citizenship:

Discipline Certification Requirements:²

ECO200	Principles of Economics—Macro OR
ECO201	Principles of Economics—Micro
G243	Introduction to Geography
G341	Geography of North America
H121	History of Western Civilization I
H122	History of Western Civilization II
H221	History of American Civilization I ¹
H222	History of American Civilization II
PS141	American Government
PS142	American Government: Process and Policy
PS242	State and Local Government

Citizenship Major Areas:²

European History: Any course, H300 and above

American History: Any course, H300 and above

Non-Western History and Government: Any course, H200 and above

Political Science: Any course, PS300 and above

Pre-Professional Educator Status (PPES)³

ED200	Instructional Technology
ED221	Introduction to American Education
_____	Math Course (see advisor)
PSY100	General Psychology
SOC100	Introduction to Sociology

Professional Preparation Courses

SE402	Legal Issues in Education ⁴
SE350	Secondary School Experience
SE351	Teaching Strategies
SE352	Teaching Social Studies in Secondary Education
SE360	Reading/Writing Across the Curriculum
PSY361	Psychology of Teaching/Sec. Ed.

Professional Semester^{2,5}

ED404	Student Teaching OR
ED405	Focused Studies ⁶
SE310	Student Assistance Seminar (1 credit elective)

OR

*Professional Semester*⁷*Alternative Program*

SE416 Directed Professional Educational Experience

Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a C or better. This includes *all* courses in field of major study.³Advancement to PPES requires successful completion of WRT101, WRT200, CM104, MAT111, 2nd math course, ED221 with a minimum grade of 3 in each course.⁴SE402—Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.⁵Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.⁶Taken as an option to ED404 by students seeking the degree *without* certification.⁷Students electing Alternative Program will select SE416 and other appropriate course work. Must have prior approval from Advisor and Department Chair.**Secondary Education—Citizenship (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
History of Western Civilization I and II	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area I Distribution Requirements	3
Physical Education	2
Introduction to American Education	<u>3</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Instructional Technology	3
Psychology of Teaching/Sec. Ed.	3
Area III Distribution Requirements	6
Area V Distribution Requirements	6
American Civilization I and II	6
American Government	3
State and Local Government	<u>3</u>
	33

<i>Junior Year</i>	<i>Credits</i>
Introduction to Geography	3
Geography of North America	3
Citizenship Theme Area	6
Secondary School Experience	3
Teaching Strategies	3

Free Electives	6
Math	3
Area I Distribution Requirement	<u>3</u>
	30
<i>Senior Year</i>	<i>Credits</i>
Principles of Economics	3
Citizenship Theme Area	6
Teaching Social Studies in Secondary School	3
Legal Issues in Education*	2
Free Electives	6
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>	
Student Teaching OR	SE404
Focused Studies OR	SE405
Alternative Program	SE416
Practicum in Student Teaching	SE412
Selected Topics	SE413
	<u>12</u>
	32
Student Assistance Seminar SE310 (1 credit elective)	

Bachelor of Science in Secondary Education–Social Sciences

Requirements for Graduation:

To be eligible for graduation, students majoring in Secondary Education–Social Sciences must complete all program requirements including a minimum of 133 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four “Common Core” courses—two English courses, the Human Communications course, and one math course (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining “Common Core” courses.

Secondary Education–Social Science majors are encouraged to complete a dual major in Citizenship.**

Required Courses in Secondary Education–Social Sciences:

Discipline Certification Requirements:²

PS141	American Government: Foundations and Institutions OR
PS142	American Government: Process and Policy

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

**At the time this catalog editing took place, application was forwarded to the Pennsylvania Department of Education for permission to recommend certification in Secondary Social Studies. This would allow the successful candidate to teach all coursework of both Citizenship Education and Social Science.

PS242	State and Local Government
ANT210	Physical Anthropology
ANT202	Cultural Anthropology
SOC220	American Social Problems
G243	Introduction to Geography
G341	Geography of North America
H121	History of Western Civilization I
H122	History of Western Civilization II
H221	History of American Civilization I
H222	History of American Civilization II

Social Science Concentration

Choose from ONE of the following areas:

Anthropology
Psychology
Sociology

Pre-Professional Educator Status (PPES)³

ED200	Instructional Technology
ED221	Introduction to American Education
MAT__	Math Course MAT105 or higher
PSY100	General Psychology
SOC100	Introduction to Sociology

Professional Preparation Courses

SE402	Legal Issues in Education ⁴
SE350	Secondary School Experience
SE351	Teaching Strategies
SE352	Teaching Social Studies in Secondary Education
SE360	Teaching Reading/Writing
SE361	Psychology of Teaching/Learn Sec. Ed.

Professional Semester^{2,5}

SE404	Student Teaching OR
SE405	Focused Studies ⁶
SE412	Practicum in Student Teaching
SE413	Selected Topics in Education
SE310	Student Assistance Seminar (1 credit elective)

OR

Professional Semester⁷

Alternative Program

SE416	Direct Professional Educational Experience
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Notations:

¹Satisfies Area Distribution Requirements

²Grade earned must be a C or better. This includes *all* courses in field of major study.

³Advancement to PPES requires successful completion of WRT101, WRT200, CM104, MAT111, 2nd math course, ED221 with a minimum grade of 3.0 in each course.

⁴SE402–Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.

⁵Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.

⁶Taken as an option to ED404 by students seeking the degree *with* certification.

⁷Students electing Alternative Program will select SE416 and other appropriate course work. Must have prior approval from Advisor and Department Chair.

Secondary Education–Social Sciences (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
History of Western Civilization I and II	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	1
General Psychology	3
Area I Distribution Requirements	6
Physical Education	2
Free Elective	3
Introduction to American Education	<u>3</u>
	35

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Instructional Technology	3
Foundations of Teaching and Learning	3
Area III Distribution Requirements	6–8
Area V Distribution Requirements	6
American Civilization I and II	6
American Government	3
Second Math	3
Physical Anthropology	3
Free Elective	<u>3</u>
	36–38

<i>Junior Year</i>	<i>Credits</i>
Cultural Anthropology	3
American Social Problems	3
Introduction to Geography	3
Geography of North America	3
Social Sciences Theme Area	6
State and Local Government	3
Secondary School Experience	3
Teaching Social Studies in Secondary Education	3
Free Electives	<u>6</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Teaching Strategies	3
Reading/Writing Across the Curriculum	1
Free Elective	3
Social Sciences Theme Area	6
Legal Issues in Education*	2
<i>Professional Semester (A 3.0 GPA, or greater; required)</i>	
Practicum in Student Teaching	1
Selected Topics in Education	3
Student Assistance Seminar SE310 (1 credit elective)	
Student Teaching OR	
Focused Studies OR	
Alternative Program	<u>8</u>
	27

Bachelor of Science in Secondary Education–Biology

Requirements for Graduation:

To be eligible for graduation, students majoring in Secondary Education–Biology must complete all requirements including a minimum of 138 credits, achieve cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four “Common Core” courses—two English courses, the Human Communications course, and two math courses (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining “Common Core” courses.

Required Courses in Secondary Education–Biology:

Discipline Certification Requirements:²

MAT250	Statistics
CHM134	General Chemistry I
CHM136	General Chemistry II
CHM234	Organic Chemistry
CHM236	Organic Chemistry OR
BIO350	Biochemistry
PHY110	General Physics I
ESS152	Earth & Space Science

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Biology Required Courses:²

BIO150	Biology I
BIO152	Biology II
BIO200	Introduction to Scientific Research
BIO330	Biology of Microorganisms
BIO240	Genetics
BIO300	Ecology
BIO400	Senior Thesis
BIO3__	Biology Elective

Professional Preparation Courses² (24–27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Secondary School Experience
SE351	Teaching Strategies
SE354	Teaching Science
	Reading Skills Test OR
SE360	Reading/Writing Across the Curriculum
SE361	Psychology of Teaching/Learn Sec. Ed.

Professional Semester^{2,4}

ED404	Student Teaching OR
ED405	Focused Studies ⁵
SE412	Practicum in Student Teaching
SE413	Selected Topics
SE310	Student Assistance Seminar (1 credit elective)

Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 or better. This includes *all* courses in field of major study.³SE402–Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.⁵Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education–Biology (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Applied Calculus	3
Human Communication	3
Information Literacy	2

Introduction to Sociology	3
Biology I and II	8
General Chemistry I and II	8
Area V Distribution Requirement	<u>3</u>
	36
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Scientific Research	3
Genetics	4
Physical Education	2
Organic Chemistry I and II (or Organic Chemistry I and Biochemistry)	8
Introduction to American Education	3
General Psychology	3
Area I Distribution Requirements	6
Area V Distribution Requirement	3
Instructional Technology	<u>3</u>
	35
<i>Junior Year</i>	<i>Credits</i>
Ecology	4
Biology of Microorganisms	4
General Physics I and Earth/Space Science	7
Psychology of Teaching/Learning Sec. Ed.	3
Statistics	3
Secondary School Experience	3
Teaching Strategies	3
Free Elective	6
Teaching General Science	<u>3</u>
	36
<i>Senior Year</i>	<i>Credits</i>
Senior Thesis	1
Biology Elective	4
Legal Issues in Education*	2
Free Electives	6
Area IV Distribution Requirement	6
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>	
Practicum in Student Teaching	SE412 1
Selected Topics	SE413 3
Student Assistance Seminar	SE310 (1 credit elective)
Student Teaching OR	ED404
Focused Studies	ED405 <u>8</u>
	31

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Bachelor of Science in Secondary Education–General Science

Requirements for Graduation:

To be eligible for graduation, students majoring in Secondary Education-General Science must complete all program requirements including a minimum of 125 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four “Common Core” courses—two English courses, the Human Communications course, and one math course (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining “Common Core” courses.

Required Courses in Secondary Education–General Science

Discipline Certification Requirements:²

CHM134,135	General Chemistry I
CHM136,137	General Chemistry II
PHY110,111	General Physics I AND
PHY112,113	General Physics II OR
PHY160,161,165	Engineering Physics I AND
PHY162,163	Engineering Physics II
ESS152,153	Earth/Space Science
BIO150,151	Biology I
G243	Introduction to Geography
IFS105	Personal Productivity Computing OR
IFS275	Information System Technology OR
MAT230	Exploring Mathematics with the Computer

MAT111 plus one mathematics course at the level of MAT171 or above.

Specialization Courses (6 to 8 credits required from one of the following areas):²

Biology

BIO120,121	Field Natural History
BIO124,125	Intro to Oceanography
BIO152,153	Biology II ¹
BIO210,211	Marine Biology
BIO212,213	Environmental Biology
BIO220,221	Human Anatomy and Physiology I
BIO222,223	Human Anatomy and Physiology II
BIO230,231	Microbiology ¹
BIO240,241	Genetics ¹
BIO308,309	Animal Physiology
BIO302,303	Zoology

BIO304,305	Botany
BIO370,371	Evolutionary Biology

Chemistry

CHM102,103	Chemistry and Society
CHM234,235	Organic Chemistry I
CHM236,237	Organic Chemistry II
CHM336,337	Quantitative Analytical Chemistry
CHM338,339	Instrumental Analytical Chemistry
CHM344,345	Physical Chemistry I
CHM346,347	Physical Chemistry II

Physics

ME250	Statics
ME252	Dynamics
ME264	Strength of Materials
PHY160,161,165	Engineering Physics I
PHY162,163	Engineering Physics III
PHY262	Engineering Physics IV
(MAT171 and MAT172 are required with the Physics option)	

Professional Preparation Courses² (24–27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Secondary School Experience
SE351	Teaching Strategies
SE354	Teaching General Science
SE360	Reading/Writing Across the Curriculum
SE361	Psychology of Teaching/Learning Sec. Ed.

Professional Semester^{2,4}

ED404	Student Teaching OR
ED405	Focused Studies ⁵ OR
ED406	Directed Professional Educational Experience
SE412	Practicum in Student Teaching
SE413	Selected Topics
SE310	Student Assistance Seminar (1 credit elective)

Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 (C) or better. This includes *all* courses in field of major study.³SE402—Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.⁵Taken as an option to ED404 by students seeking the degree without certification.

Secondary Education—General Science (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Area IV Distribution Requirements	6
Math	3
Information Literacy	2
Introduction to Sociology or General Psychology	3
Area V Distribution Requirements	6
Human Communication	3
Physical Education	2
Introduction to American Education	<u>3</u>
	34
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology or General Psychology	3
Instructional Technology	3
Psychology of Teaching/Learning Sec. Ed.	3
Area I Distribution Requirements	6
Area of Specialization	6–8
Free Electives	<u>12</u>
	33–35
<i>Junior Year</i>	<i>Credits</i>
Math	3
General Chemistry I & II	8
Earth and Space Science	3
Biology I	4
Introduction to Geography	3
IFS105 or IFS275 or MAT230	3
Secondary School Experience	3
Teaching Strategies	<u>3</u>
	30
<i>Senior Year</i>	<i>Credits</i>
Teaching Science	3
General Physics or Engineering Physics	8
Math	3
Legal Issues in Education*	2
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>	
Student Teaching OR	ED404
Focused Studies	ED405
Practicum in Student Teaching	SE412
Selected Topics	SE413
Student Assistance Seminar (SE310 (1 credit elective))	<u>12</u>
	28

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Bachelor of Science in Secondary Education—Mathematics

Requirements for Graduation:

To be eligible for graduation, students majoring in Secondary Education—Mathematics must complete all program requirements including a minimum of 128 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four “Common Core” courses—two English courses, the Human Communications course, and one math course (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining “Common Core” courses.

Discipline Certification Requirements:²

MAT172	Analytical Geometry and Calculus II ¹
MAT230	Exploring Math with Computers
MAT250	Elementary Statistics
MAT260	Elementary Linear Algebra
MAT271	Analytical Geometry and Calculus III
MAT272	Differential Equations
MAT280	Mathematical Structures
MAT345	Modern Geometry
MAT355	Math Standards
MAT495	History of Mathematics

Mathematics Elective² (3 credits from one of the following):

MAT350, MAT361, MAT371, MAT440, MAT470, MAT473, MAT477,
MAT480, MAT490, MAT496

Any two of the following science sequences:

BIO150–152 or CHM134–136 or PHY160 AND either
PSY162 OR PHY260.

Professional Preparation Courses² (27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Secondary School Experience
SE351	Teaching Strategies
SE355	Teaching Mathematics
MAT355	Math Standards
SE360	Teaching Reading and Writing
SE361	Psychology of Teaching/Learning Sec. Ed.

Professional Semester^{2,4}

ED404	Student Teaching OR
ED405	Focused Studies ⁵
SE412	Practicum in Student Teaching
SE413	Selected Topics
SE310	Student Assistance Seminar (1 credit elective)

Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 or better. This includes *all* courses in field of major study.³SE402—Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.⁵Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education—Mathematics (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Calculus I and II	8
Information Literacy	2
Human Communication	3
General Psychology	3
Introduction to Sociology	3
Area I Distribution Requirements	3
Physical Education	2
Introduction to American Education	3
Free Elective	<u>3</u>
	35
<i>Sophomore Year</i>	<i>Credits</i>
Instructional Technology	3
Psychology of Teaching/Sec. Ed.	3
Calculus III	4
Differential Equations	4
Exploring Math with Computers	3
Elementary Linear Algebra	3
BIO150-152 OR CHM134-136 OR PHY160 AND either PSY162 OR PHY260	8
Free Elective	<u>3</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Statistics	3
Mathematical Structures	3
Modern Geometry	3
Secondary School Experience	3

Secondary Teaching Strategies		3
Area IV Distribution Requirements		6
Area V Distribution Requirements		6
Free Elective		<u>3</u>
		33
<i>Senior Year</i>		<i>Credits</i>
Legal Issues in Education*		2
Teaching Mathematics		3
Math Standards		1
Mathematics Elective		3
Free Electives		6
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>		
Student Teaching OR		
Focused Studies	ED404	8
Practicum in Student Teaching	ED405	8
Selected Topics	SE412	1
	SE413	<u>3</u>
Student Assistance Seminar SE310 (1 credit elective)		27

Bachelor of Science in General Music Education

Requirements for Graduation:

To be eligible for graduation, students majoring in general music education must complete all program requirements including a minimum of 139 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Education must achieve a grade of 3.0 or better in the following four "Common Core" courses—two English courses, the Human Communications course, and one math course (specific course names are specified on the appropriate Education worksheet). Moreover, a 2.0 or better must be achieved in all remaining "Common Core" courses.

Required Courses in General Music:

Discipline Certification Requirements:

Historical and Theoretical Courses:

MUS182–283	Music Theory I–V
MUS184–285	Sight Singing/Ear Training I–V
MUS290	Introduction to Music Literature
MUS390–391	Music History I–II
MUS385	Form and Analysis
MUS380	Ethnomusicology

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

MUS394	Diction for Singers ²
MUS486	Orchestration and Arranging
MUS490	Choral Conducting
MUS491	Instrumental Conducting

Music Education Courses:

MUS292	String Methods
MUS293	Brass Methods
MUS294	Woodwind Methods
MUS295	Percussion Methods

Required Electives: (Performance Courses)

Primary Applied Music	7 credits
Secondary Applied Music	2 credits
Music Ensembles	7 credits

Music education majors must satisfy Piano Proficiency and Senior Recital requirements prior to the student teaching semester.

Professional Preparation Courses¹ (42 credits)

ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
PSY100	General Psychology
SOC100	Introduction to Sociology
G243	Intro. to Geography
MUS392	Teaching Music/Elementary School
MUS393	Teaching Music/Secondary School
EE360	Psychology of Teaching/Learning Elem. Ed.
SE360	Reading and Writing Across the Curriculum
Math	See Advisor ⁶

Professional Semester^{1,4}

EE/SE404	Student Teaching OR
EE/SE405	Focused Studies ⁵
EE/SE412	Practicum in Student Teaching
EE/SE413	Selected Topics
SE310	Student Assistance Seminar (1 credit elective)

Notations:

¹The 2.0 also includes *all* courses in field of major study.

²Required for voice and piano majors. Instrumental majors choose another 3 credit music elective.

³SE402–Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.

⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.

⁵Taken as an option to ED404 by students seeking the degree without certification.

⁶Grades earned in these courses must be 3.0 or better; all others must be 2.0 or better.

General Music Education (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>	
English Composition	3	
Writing About Literature	3	
Critical Thinking	3	
Secondary Applied Music	1	
Primary Applied Music	2	
Music Ensemble	2	
Introduction to Music Literature	3	
Human Communication	3	
Instructional Technology	3	
Introduction to American Education	3	
Information Literacy	2	
Foundations of Music Theory	3	(may be exempt)
Music Theory I	3	
Sight Singing I	1	
Diction for Singers	<u>3</u>	
	38	

<i>Sophomore Year</i>	<i>Credits</i>	
Introduction to Sociology	3	
Area IV Distribution Requirement	3	
Math (105/108/115) (see advisor)	3	
Music Theory II, III	6	
Sight Singing II, III	2	
Secondary Applied Music	1	
Primary Applied Music	2	
Music Ensemble	2	
String Methods	1	
Brass Methods	1	
Music History I, II	6	
Physical Education	2	
General Psychology	3	
Area III Distribution Requirement	<u>3</u>	
	38	

<i>Junior Year</i>	<i>Credits</i>	
Introduction to Geography	3	
Primary Applied Music	2	
Music Ensemble	2	
Music Theory IV	3	
Sight Singing IV	1	
Woodwinds Methods	1	
Percussion Methods	1	
Music in the Elementary School	3	

Music in the Secondary School	3
Orchestration and Arranging	3
Choral Conducting	3
Ethnomusicology	3
Area V Distribution Requirement	3
Form and Analysis	3
Instrumental Conducting	<u>3</u>
	37

<i>Senior Year</i>	<i>Credits</i>
Legal Issues in Education*	2
Area V Distribution Requirement	3
Area IV Distribution Requirement	3
Primary Applied Music	1
Music Ensemble	1
Teaching Reading and Writing	1
Psychology of Teaching	3
Area III Distribution Requirement	3
Student Teaching (K-12) OR	8
Focused Studies	
Practicum in Student Teaching	1
Selected Topics	<u>1</u>
Student Assistance Seminar SE310 (1 credit elective)	29

Bachelor of Science in Sport Management

General Information on the Sport Management Program

The Sport Management program at York College of Pennsylvania is unique because of its comprehensive and interdisciplinary design. The program recognizes the varied career opportunities in the field of sport and prepares students by requiring them to take eleven courses reflective of the breadth of the Sport Management field. The program also requires a nine-credit work experience and the completion of an elective sequence in an additional academic discipline. These elective sequences include Accounting, Aquatic Facility Management, Asset Protection, Athletic Administration, Entrepreneurial Studies, Human Resource Management, Information Systems, Management, Organizational Development, Marketing, Operations Management, Public Relations, Retailing, and Speech Communication.

The Sport Management faculty consists of experienced practitioners and researchers in the field of Sport Management who take great pride in offering informative and challenging classroom experiences. The faculty's vast network of professional contacts allows for numerous sites for work experiences.

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Mission of the Sport Management Major

The mission of the York College of Pennsylvania Sport Management major is to provide students with a positive environment, rich in academic and practical experiences, oriented toward developing comprehensive leadership and technical skills that are applicable to the diverse career opportunities in the Sport Management industry.

Sport Management Program Goals

The goals of the York College of Pennsylvania Sport Management Major are to:

- prepare students for management positions in the various segments of the Sport Management career field
- provide a comprehensive Sport Management curriculum with elective sequences in other academic disciplines
- adhere to curricular guidelines set forth by NASPE/NASSM for Undergraduate Sport Management Programs
- develop graduates with strong communication and organizational skills in preparation for the multi-faceted prospects of working with individual clients and large groups of interested constituents
- provide opportunities wherein decision-making and critical thinking skills are called upon thereby preparing students for the uncertainties and demands of real-world circumstances
- develop, plan, and execute Sport Management courses that reflect the current trends and professional practices in the Sport Management field
- prepare students for graduate work with a particular focus in the area of Sport Management
- provide practical work experiences in professional settings that are consistent with students' professional aspirations
- accommodate students from other disciplines who have an interest in taking courses with sport-related topics
- cultivate a professional network of York College graduates within the field of Sport Management for the purpose of perpetuating the growth of the program, field experience sites, and employment opportunities for Sport Management majors
- maintain a strong strategic planning component focusing on emerging trends, changing demands, and employment opportunities founded in an advisory board consisting of leading professionals in the field of Sport Management
- become one of the top undergraduate Sport Management programs in the country by committing to excellence in every aspect of the Sport Management program

Requirements for Graduation:

To be considered for graduation, students majoring in Sport Management must complete all program requirements including a minimum of 125 credits, earn an overall GPA of 2.0 and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a

pass/fail basis and credits earned in WRT100 may not be applied to degree requirements. In addition, Sport Management majors must achieve a minimum grade of a 2.0 in all required courses in the major and the student's chosen concentration.

Incoming students will be admitted to the major on a conditional basis. By the time they reach 60 credits they must have a cumulative GPA of 2.7 or higher. They must have taken and passed 4 of the following 5 courses with a GPA of 3.0 or higher. The courses are as follows: SPM101, History & Philosophy of Sport; SPM201, Introduction to Sport Management; SPM220, Sport in Society; SPM310, Sport Behavior; and SPM320 Sport Administration/Management Practices. If they have met these requirements they will be fully admitted to the Sport Management Major.

Internal transfers who have less than 60 credits will have to meet the same requirements as incoming students to be fully admitted into the major.

External transfers will be conditionally admitted to the major upon entering the institution. After the first semester the student will have to achieve a cumulative GPA of 2.7 or higher. The student must also take at a minimum of SPM201, Introduction to Sport Management, but may take any of the other above listed courses as well and complete them with a GPA of 3.0 or higher.

Internal transfers who have more than 60 credits will have to meet the same requirements of external transfers.

In order to be eligible for placement in a work experience during his or her senior year, the student must also achieve a 2.7 GPA. There is a stipulation that students take no additional coursework during the work experience semester (SPM475, SPM480). Should a candidate not be eligible, an alternate program may be pursued allowing the student to graduate with the degree in Sport Management, but without the invaluable and marketable experience provided by the supervised work experience.

Required courses for the Sport Management Major:

Common Core Requirements (16 credit hours)

WRT101	English Composition
WRT200	Writing about Literature
CM104	Human Communications
IFL101	Information Literacy
MAT111	Critical Thinking and Problem Solving in Math
PE	Physical Education

Area Distribution Requirements (27 credits)

Area I	Fine Arts and Humanities
Area II	Social and Behavioral Sciences
Area III	Laboratory Sciences
Area IV	American Civilization/Government and Western Civilization
Area V	International Studies/Foreign Language

Sport Management Courses for Major:*

SPM101	History/Philosophy of Sport
SPM110	Sport Management Practicum
SPM111	Sport Management Practicum
SPM112	Sport Management Practicum
SPM113	Sport Management Practicum
SPM201	Introduction to Sport Management
SPM220	Sport in Society
SPM310	Sport Behavior
SPM320	Sport Administration/Management
SPM330	Sport Marketing
SPM340	Financing of Sport Operations
SPM350	Public/Media Relations in Sport
SPM420	Facility/Event Management
SPM425	Legal Aspects of Sport
SPM475	Ethics/Current Issues in Sport
SPM480	Work Experience in Sport Management
ACC220	Financial Accounting
BIO112	Fundamentals of Biology (Area III)
ECO200	Macro Economics
MGT250	Principles of Management
MKT200	Principles of Marketing
PE134	Concepts of Physical Education

Sport Management (suggested course sequence)

<i>Freshman Year (Fall)</i>	<i>Credits</i>
History and Philosophy of Sport OR	
Introduction to Sport Management AND	3
Sport Management Practicum	.5
English Composition (WRT101 and WRT200)	6
General Psychology (PSY100)	3
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Concepts of Physical Activity	<u>1</u>
	15.5

<i>Freshman Year (Spring)</i>	<i>Credits</i>
Introduction to Sport Management OR	
History and Philosophy of Sport AND	3
Sport Management Practicum	.5
Writing About Literature	3
Personal Computing (IFS105)	3
Principles of Management	3

*2.0 or better grade required.

Area IV Distribution Requirement	3
PE Course Requirement	<u>1</u>
	16.5
<i>Sophomore Year (Fall)</i>	<i>Credits</i>
Sport in Society OR	3
Sport Behavior AND	3
Sport Management Practicum	.5
Principles of Marketing	3
Principles of Economics: Macro	3
Human Communication	3
Area IV Distribution Requirement	<u>3</u>
	15.5
<i>Sophomore Year (Spring)</i>	<i>Credits</i>
Financing Sport Operations OR	3
Sport Behavior AND	
Sport in Society AND	3
Sport Management Practicum	.5
Financial Accounting	3
Free Elective	3
Concentration Course	3
PE Course Requirement	<u>1</u>
	16.5
<i>Junior Year (Fall)</i>	<i>Credits</i>
Administration and Management Practices AND	3
Sport Marketing OR	3
Financing Sport Operations AND	3
Fundamentals of Human Biology	3
Free Elective	3
Concentration Course	3
Area I Distribution Requirement	<u>3</u>
	18
<i>Junior Year (Spring)</i>	<i>Credits</i>
Public and Media Relations in Sport AND	3
Facility and Event Management AND	3
Free Elective	3
Concentration Course	3
Area III Distribution Requirement	3
Area V Distribution Requirement	<u>3</u>
	18
<i>Senior Year (Fall)</i>	<i>Credits</i>
Legal Aspects of Sport AND	3
Concentration Course	3
Area I Distribution Requirement	3

Area V Distribution Requirement	3
Free Elective	<u>3</u>
	15
<i>Senior Year (Spring)</i>	<i>Credits</i>
Ethics and Current Issues in Sport AND	3
Work Experience	<u>9</u>
	12

DEPARTMENTAL MINORS

Minor in Special Education

		<i>Credits</i>
PSY327	Psychology of Exceptional Children	3
PSY364	Educational Testing	3
SPE205	ADHD and Autism Spectrum Disorders	3
SPE302	Assistive Technology	2
SPE333	Specific Learning Disabilities	3
SPE340	Behavioral Design and Intervention	<u>3</u>
		17



DEPARTMENT OF ENGLISH AND HUMANITIES

The Department of English and Humanities offers baccalaureate degree programs in English, Professional Writing, Philosophy, and Spanish, and in conjunction with the Department of Education it offers programs which qualify Secondary Education majors for Pennsylvania certification to teach either English or Communication courses in secondary schools. Within the English major, students select either a Literary Studies or a Theatre Concentration. In addition, the Department offers an Associate degree in Philosophy/Religion.

In an increasingly global environment where the ebb and flow of information courses instantaneously around the world, the disciplines devoted to the human word, to human communication, to the world's languages and literatures, its philosophies and religions and cultures remain vital. It is the mission of the Department of English and Humanities to prepare its students to interface with this global, information society by providing them with the critical, questioning, imaginative, and interpretive abilities they will need to succeed as students and in their chosen career paths.

The Department of English and Humanities offers baccalaureate degree programs in English Literary Studies, Professional Writing, Theatre, Philosophy, and Spanish, and in conjunction with the Department of Education it offers programs which qualify Secondary Education majors for Pennsylvania certification to teach either English or Communication courses in secondary schools. Additionally, the department offers minors in each of its baccalaureate degree programs as well as in Creative Writing, Film Studies, Religious Studies, French, and German.

Pursuing a major in the English and Humanities Department provides students with an opportunity to develop an awareness of foreign language and culture, the rhetorical dimension of language and the media, text performance and presentation, philosophical and religious analysis. The department's goal is to provide the active learning experiences which promote the development of higher level reading and analytical abilities and the refinement of oral and written skills. Majors in the department learn to ask questions, think critically, analyze data, synthesize information, and communicate ideas effectively. Disciplines represented here encourage versatility, flexibility, and the ability to learn new concepts. These programs are designed to prepare students for careers requiring analytical, presentational, and communication skills, and pre-professional preparation for a variety of positions in publishing, law, state and federal service, commerce, and graduate education.

Majors in the Department of English and Humanities accept the invitation to intellectual adventure and self-exploration, thus developing the skills and acquiring the knowledge essential for understanding tomorrow's challenges.

The Department embraces several language-centered disciplines which are concerned with human values and experiences and the oral and written interpretation of texts. Majors in the English and Humanities Department learn to ask questions, think critically, analyze data, synthesize information, and communicate ideas effectively. Disciplines represented here encourage versatility, flexibility, and the ability

to learn new concepts. These programs are designed to prepare students for careers requiring analytical, presentational, and communication skills, pre-professional preparation for a variety of positions in publishing, law, state and federal service, commerce, and graduate education.

BACCALAUREATE DEGREE PROGRAMS

Bachelor of Arts Degree in English Literary Studies

The study of English is one of the most wholly useful and enjoyable programs you can pursue in higher education. When you earn a bachelor's degree in English Literary Studies, you will have armed yourself with the skills and knowledge to analyze and appreciate recent and historical literature from all over the world, to become a more involved, active, and intelligent reader and writer. You will begin to harbor a deeper, more conscious understanding of culture as it is represented and magnified by works of literature, to hone your arguments and communication skills, and to think critically and logically. Also, you will learn to express yourself clearly and coherently in both writing and discussion. The Literary Studies major focuses on developing a core set of competencies while choosing elective literature courses in four key literary modes.

Apart from the inherent rewards of studying literature and language, a degree in English Literary Studies offers intensive training in skills essential in the modern job market, training that is rarely offered by other fields of study. Students of literature develop an ability to think clearly, to analyze complex problems, to sift the essential from the non-important, to focus on details without losing sight of the whole picture, to perform research, to evaluate evidence, to find new and creative ways to address old problems, and to express the results of your analysis in effective language—these are skills vital to genuine achievement in nearly every profession. People who graduate with an English degree usually go on to careers in law, public relations, advertising, publishing, and business management. A degree in English Literary Studies also prepares students for graduate study in literature and the humanities.

Requirements For Graduation:

To be eligible for graduation, students majoring in English Literary Studies must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residence requirement and complete the General Education Requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, English Literary Studies majors must complete two semesters of one foreign language.

The requirements of the Literary Studies major are:*

Each of the following (15 credits):

LIT228 Foundations of English and Humanities

*Students must receive a grade of 2.0 or better in each course within the major.

LIT210	Studies in Theory and Criticism
LIT310	Language and Linguistics
WRT315	Advanced Composition
LIT401	English Seminar

Literature Modes (27 credits)

History/Culture (9 credits from the following):

LIT203	African-American Literature
LIT281	American Literature to 1885
LIT282	American Literature after 1885
LIT283	British Literature to 1750
LIT284	British Literature after 1750
LIT285	European Literature to 1600
LIT286	European Literature since 1600
LIT322	Nineteenth-Century Novel
LIT326	Twentieth-Century British Literature

Genre (6 credits from the following):

FLM316	Introduction to Film
LIT291	The Short Story
LIT313	The American Novel
LIT343	The Experience of Poetry
LIT390	The Bible as Literature
LIT391	Literature of Terror
LIT393	Novels into Film
LIT416	Modern Drama

Figure/Author (6 credits from the following):

FLM362	Special Topics in Film, History and Analysis
LIT323	Shakespeare I
LIT324	Shakespeare II
LIT380	Major Authors and Literary Traditions

Thematics/Theory (6 credits from the following):

LIT341	The Comic Tradition
LIT342	Popular Literature
LIT344/WGS344	Love and Sex in Literature
LIT346	Literature and Society
LIT347	Literature and Psychology
LIT381	Literary Theory
LIT382/WGS382	Women in Literature

Required Supporting Course

One 3-credit course at the 300 level or higher in Humanities, Philosophy, or Religion.

Free Electives (31–33 credits)

English Literary Studies (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Writing About Literature (WRT200)	3
Human Communication	3
Physical Education	1
Critical Thinking/Problem Solving Math	3
Information Literacy	2
Area I Distribution Requirements	6
Area IV Distribution Requirements	6
Area V Distribution Requirements*	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Area III Distribution Requirements	6–8
Area II Distribution Requirement	3
History/Culture Electives	6
Free Electives	9
Physical Education	1
Foundations of English and Humanities	3
Studies in Theory and Criticism	<u>3</u>
	31–33

<i>Junior Year</i>	<i>Credits</i>
Area II Distribution Requirement	3
Advanced Composition	3
History/Culture Elective	3
Figure/Author Elective	3
Thematics/Theory Elective	3
Language and Linguistics	3
Genre Electives	6
Free Electives	<u>6</u>
	30

<i>Senior Year</i>	<i>Credits</i>
Thematics/Theory Elective	3
Figure/Author Elective	3
Free Electives	18
English Seminar	3
Humanities/Philosophy/Religion Elective	<u>3</u>
	30

*Students must obtain at least two semesters' credit in a single foreign language.

Bachelor of Arts Degree in Professional Writing

The major in Professional Writing prepares students for a wide range of careers. It is excellent preparation for students interested in work as writers or communications specialists in fields such as publishing, government and non-governmental organizations (NGOs), corporate communications, non-profit and social-service organizations, health care, finance, the arts, etc. It is also among the most valued courses of study for those interested in post-graduate education in English or rhetoric, law, technical writing, or towards the Masters of Fine Arts in a variety of writing fields. And, in conjunction with our creative writing minor, the major can be useful for those who are interested in writing fiction, non-fiction, poetry, or drama.

With advances in technology and new management structures, the need for skilled writers and communicators within various organizations continues to grow, both nationally and locally. As a result, professional writing has become one of the fastest-growing areas of English studies. A major in Professional Writing combines the broad-based liberal arts education offered by programs in the English and Humanities Department with the practical skills and career opportunities that can lead to a fulfilling and successful future.

The major will provide students with:

- Marketable communication skills such as editing, electronic communication (including webpage design), and collaborative writing
- Real-world learning through an internship experience in professional writing
- A wide range of critical thinking and problem-solving skills
- Both a paper and an electronic portfolio of written work that can be used in your search for work as a professional writer or as a writing specialist within an organization
- Background in the history and theory of language usage
- Guided experience with a wide range of writing situations and stylistic options

The courses for the major in Professional Writing are designed to give students a broad base of writing skills. Courses are organized into five general categories:

- courses in language theory
- courses in practical application of writing skills, including special topics courses that focus upon specific writing applications such as medical writing, nature writing, document design, the personal essay, and so forth
- courses giving students hands-on career experience while also asking them to reflect upon that experience
- courses in a minor field of study related to their career aspirations, and
- foundation courses in the liberal arts

Requirements For Graduation:

To be eligible for graduation, Professional Writing majors must complete 124 credits, distributed as follows:

1. Common Core: 16 credits of coursework, required of all York College students and designed to help you to hone the skills necessary for success in college*;
2. Area Distribution Requirements: 30-32 credits of courses that are required of all York College students in order to provide a broad-based liberal education**;
3. Elective Courses: 13-18 credits of free electives, to be chosen in consultation with an advisor, and which allow students to learn about other areas of special interest;
4. Required Major courses: 33 credits of writing and other humanities courses, designed to provide students with a solid background in various writing techniques, styles, and applications, including:***

WRT225	Interdisciplinary Writing
WRT210	Writing in Professional Cultures
WRT305	Rhetorical Theory
LIT310	Language and Literature
WRT315	Advanced Composition
WRT320	Writing for the Web
WRT410	Professional Editing
WRT450	Experiential Learning (on-site work experience as a professional communicator)****
WRT480	Senior Seminar in Professional Writing

PLUS 6 credits of Writing Electives, chosen from the following:

WRT275	Playwriting
WRT310	Creative Writing
WRT371	Advanced Creative Writing
WRT373	Advanced Non-Fiction
WRT374	Writing Children's Literature
WRT380	Freelance Writing for the Marketplace
WRT290	The Teaching and Tutoring of Writing
WRT451	Experiential Learning (in addition to required internship, WRT450)
WRT360-WRT369	variety of Special Topics courses in Professional Writing
WRT460-WRT469	variety of advanced Special Topics courses in Professional Writing

*Students must receive a grade of 2.0 or better in WRT101, WRT200, IFL101, and CM104 to qualify for graduation.

**Students must complete at least six credits of a single foreign language.

***Students must receive a grade of 2.0 in all required majors courses, writing electives, and English/Humanities electives to qualify for graduation.

****In order to enroll in WRT450, students must develop a clear set of objectives and goals for the experience, in consultation with a faculty member; file an application with the departmental Director of Internships six months prior to intended on-site experience (including the statement of objectives and goals); gain acceptance as an intern by an approved site; achieve a GPA of 2.75 or higher and complete 60 credit hours by the beginning of the internship experience.

5. English and Humanities Electives: 12 credits beyond the required courses above, chosen from the various offerings of the English and Humanities Department in Literature, Professional Writing, Creative Writing, Philosophy, Humanities, Theater, Film Studies, Women and Gender Studies Religious Studies, or Foreign Language. All courses must be at the 200 level or above, at least 3 credits must be at the 300 level or above, and at least six credits of the 12 must be in LIT.
6. Minor: All Professional Writing majors are required to complete a minor in a field related to their career interests, to be chosen in consultation with an advisor. This requirement allows students to devote focused study to an area within which they may pursue work as a writer. For example, a student interested in writing for industry might minor in Business, a student interested in working in web design/copywriting might minor in Visual Communications, a student interested in writing for a social service organization might minor in Human Services, and a student interested in law school might minor in political science or philosophy

Though every student will customize his or her educational program with the help of a Professional Writing advisor, the sequence of courses suggested below can help students to plan class scheduling with an eye to future semesters. It can also help students to schedule classes that form prerequisites for more advanced courses early in your program of studies. It is especially important that students enroll in, WRT210, WRT225, and WRT315 within the first two years, or as early as possible, since they are prerequisite foundation courses for many upper division courses.

Professional Writing (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Writing About Literature	3
Information Literacy	2
Area V Distribution Requirement (Foreign Language)	3
Area IV Distribution Requirements	3
Area I Distribution Requirement	3
Critical Thinking and Problem Solving	3
English/Humanities Electives	6
Free Elective Courses	<u>6</u>
	32
 <i>Sophomore Year</i>	 <i>Credits</i>
Writing in Professional Cultures	3
Interdisciplinary Writing	3
Advanced Composition	3
Human Communication	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3

Area III Distribution Requirement	3-4
Area IV Distribution Requirement	3
Area V Distribution Requirement (Foreign Language)	3
Begin courses for Minor Field	3
Physical Education	<u>1</u>
	31-32

<i>Junior Year</i>	<i>Credits</i>
Writing for the Web	3
Language and Linguistics	3
Rhetorical Theory	3
Experiential Learning	3
Area III Distribution Requirement	3-4
Area II Distribution Requirement	3
Physical Education	1
English/Humanities elective	3
Continue courses for Minor Field	<u>9</u>
	31-32

<i>Senior Year</i>	<i>Credits</i>
Professional Editing	3
Senior Seminar in Professional Writing	3
Writing Electives (one course may be optional second experiential learning course/internship or Independent Study)	6
English/Humanities elective	3
Complete Remaining Courses for minor field of study	6
Free Electives	<u>9</u>
	30

Bachelor of Arts Degree in Theatre

With a major in theatre, students will learn how to write and analyze texts and documents, solve problems quickly and effectively, speak energetically and dramatically to audiences of all kinds and sizes, and contribute significantly to any group or team. A background in theatre prepares students for careers in sales, management, marketing, advertising, education, law, and public policy—to name a few possibilities. Theatre majors offer to prospective employers the valuable skills of creativity, imagination, independence of thought and action, patience, self-discipline, flexibility, initiative, teamwork, and dedication. A theatre major's energy, enthusiasm, strong work ethic, self-confidence, versatility, responsibility, and commitment identify him/her as a well-rounded liberal arts graduate who can speak articulately, give confident presentations, and thrive under pressure. Careers in professional theatre are always possible, of course, but even if those dreams do not materialize, the theatre major prepares students to compete happily for a wide variety of opportunities and provides them with a college experience full of fun, great friends, excitements, challenges, and satisfactions.

Requirements for Graduation:

To be eligible for graduation, students majoring in Theatre must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Theatre Major Requirements (52 credits):

Theatre Performance and Production (22 credits)

THE205	Text Performance
THE254	Introduction to Theatre
THE258	Stagecraft
THE262	Acting
THE355	Advanced Acting
THE350-353	Theatre Practicum
THE499	Independent Study: Directing

Dramatic Literature (15 credits)

LIT210	Studies in Criticism and Theory
THE360	History of Theatre I
THE361	History of Theatre II
LIT323	Shakespeare I OR LIT324 Shakespeare II OR
THE380	Special Topics in Theatre
LIT416	Modern Drama

Major Area Electives (15 credits)

Five courses above the 100 level from department offerings in FLM, LIT, THE, or WRT. At least six credits must be at the 300 level or above.

Free Electives (24-26 credits)

Theatre (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Human Communication	3
Information Literacy	2
Foreign Language	6
Area V Distribution Requirements	6
Writing About Literature (WRT200)	3
Critical Thinking/Problem Solving Math	3
Area I Distribution Requirements	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Area III Distribution Requirements	3-4

Area II Distribution Requirement	6
Physical Education	2
Introduction to Theatre	3
Acting	3
Free Electives	3
Major Area Elective	3
Studies in Criticism/Theory	3
Theatre Practicum	2
Stagecraft	<u>3</u>
	31-32

<i>Junior Year</i>	<i>Credits</i>
Area III Distribution Requirement	3-4
Area IV Distribution Requirement	6
Major Area Elective	6
History of Theatre I	3
History of Theatre II	3
Advanced Acting	3
Modern Drama	3
Free Elective	3
Theatre Practicum	<u>2</u>
	32-33

<i>Senior Year</i>	<i>Credits</i>
Shakespeare/Special Topics	3
Major Area Electives	6
Directing	3
Free Electives	<u>18</u>
	30

Bachelor of Arts Degree in Philosophy

Students pursuing a major in philosophy critically study the abiding questions facing humankind: What is the nature of God? Why be moral? Is there an afterlife? What is beauty? What is truth? What is justice? What does it mean to know? The study of philosophy develops analytical, critical, and interpretive abilities, cultivating a student's capacities for reflection and self-expression. Students majoring in philosophy develop a comprehensive knowledge of the history of philosophy and the representative philosophical problems and issues of the discipline. The study of philosophy further enhances the student's capacity to apply philosophical methods to intellectual problems across academic fields of study.

The study of philosophy is excellent preparation for careers that demand careful reading, critical thinking, and decision-making abilities. A major in philosophy provides a solid foundation for students planning careers in medicine, law, education, and business. Philosophy majors are among the top performers on the Law School Aptitude

Test and the Medical College Aptitude Test. Philosophy majors also succeed in executive and management sectors of business that require the ability to assimilate information, analyze situations, and produce effective solutions to complex problems.

Requirements For Graduation:

To be eligible for graduation, students majoring in Philosophy must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, Philosophy majors must complete two semesters of one foreign language.

The requirements of the Philosophy major are:*

Required courses (30 credits):

H121	History of Western Civilization I
H122	History of Western Civilization II
PHL221	Introduction to Philosophy
PHL226	History of Western Philosophy
PHL231	Logic
PHL321	Epistemology
PHL331	Metaphysics
PHL341	Ethics
PHL401	Philosophy Seminar
REL265	World Religions

Required Electives (15 credits):

Students must complete 15 elective credits in Philosophy. At least nine credits must be at the 300 level or above. Up to nine credits may be REL courses.

Free Electives (31–33 credits):

Philosophy (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Human Communication	3
Writing About Literature	3
Critical Thinking/Problem Solving Math	3
Information Literacy	2
Area I Distribution Requirements	6
Foreign Language	6
Western Civilization I and II	<u>6</u>
	32

*Students must receive a grade of 2.0 or better in each course in the major.

<i>Sophomore Year</i>	<i>Credits</i>
Area III Distribution Requirement	3-4
Area II Distribution Requirements	6
Physical Education	2
Area IV Distribution Requirements	6
Introduction to Philosophy	3
History of Western Philosophy	3
Logic	3
World Religions	3
Free Elective	<u>3</u>
	32-33
<i>Junior Year</i>	<i>Credits</i>
Area III Distribution Requirement	3-4
Epistemology	3
Metaphysics	3
Ethics	3
Philosophy Electives	6
Free Electives	<u>12</u>
	30-31
<i>Senior Year</i>	<i>Credits</i>
Philosophy Seminar	3
Philosophy Electives	9
Free Electives	<u>16-18</u>
	28-30

Bachelor of Arts Degree in Secondary Education-English or Communications

The Secondary Education-English or Communications program is designed to prepare students for a career in teaching English at the secondary school level. The program includes coursework in the following areas: General Education requirements, English and Humanities Department requirements, specialization courses or English elective courses, professional preparation courses, and a professional semester of student teaching. This program provides instruction and practical experiences in determining effective instructional approaches in the teaching of particular components of the secondary school curriculum: language study, reading, literature, writing, listening, and speaking. Students develop an awareness of the many responsibilities faced by secondary English teachers and learn how to work within today's school environment to improve instructional effectiveness and efficiency. The education courses focus on the effectiveness of the teacher's methods and on the value of the students' learning experiences.

Coursework for the Secondary Education-English program emphasizes study of literature, writing, language and linguistics, and drama or film. It includes twelve credit hours of English electives, with two courses chosen from literature, one of which must be multicultural. The Secondary Education-Communications program

emphasizes study of communications (applied and theoretical), literature, drama, language and linguistics, and visual communication. It includes six credit hours of electives in speech, media, or drama.

Students must apply for admission into the teacher education program according to the Education Department's guidelines. In addition, students must complete 150 hours of field experience and pass the PPST or C-PPST Reading, Writing, and Mathematics PRAXIS exams and the English or Communication PRAXIS exam. (See Department of Education for a complete description of teacher preparation requirements.)

Bachelor of Arts Degree in Secondary Education–English

Requirements For Graduation:

To be eligible for graduation and certification with a Pennsylvania teaching certificate, students majoring in Secondary Education-English must complete a minimum of 125 credits, achieve a cumulative grade point average of 3.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students must have earned a 3.0 cumulative grade point average to begin the Professional Semester, and must achieve a grade of 3.0 or better in WRT101, WRT200, CM104, MAT111, a second math course, and ED221. Students must pass all remaining core courses with a 2.0 or better and may not take any of the courses offered by the department on a pass/fail basis.

Required Courses in Secondary Education–English:

Discipline Certification Requirements:

LIT160	Introduction to Literature
THE205	Text Performance
THE254	Introduction to Theatre <u>OR</u>
FLM316	Introduction to Film
LIT281	American Literature to 1885 ¹ <u>OR</u>
LIT282	American Literature after 1885 ¹
LIT283	British Literature to 1750 ¹ <u>OR</u>
LIT284	British Literature after 1750 ¹
LIT310	Language and Linguistics
WRT315	Advanced Composition
LIT323	Shakespeare I ² <u>OR</u>
LIT324	Shakespeare II ²

English Electives (12 credits in FLM, LIT, THE, or WRT required including at least 3 credits of LIT and one of the following 3-credit multicultural literature courses):²

LIT203	African-American Literature
LIT285	European Literature to 1600
LIT286	European Literature since 1600

LIT291	Short Story
LIT346	Literature and Society
LIT347	Literature and Psychology
LIT416	Modern Drama

Professional Preparation Courses:²

	Math (See advisor)
PSY100	General Psychology
SOC100	Introduction to Sociology
PSY361	Psychology of Teaching/Sec. Ed.
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Secondary School Experience
SE351	Teaching Strategies
SE353	Teaching Communication
SE360	Reading and Writing across the Curriculum

Professional Semester:⁴

ED404	Student Teaching OR
ED405	Focused Studies ⁵
SE412	Practicum in Student Teaching
SE413	Selected Topics in Education
SE416	Directed Professional Education Experience ⁵

Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 or better. This includes all courses in field of major study.³SE402 must be scheduled the academic term immediately prior to the Professional Semester.⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance to the Professional Semester.⁵Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education English (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area V Distribution Requirements	6
Mathematics	3
Physical Education	<u>1</u>
	33

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Introduction to American Education	3
Instructional Technology	3
Psychology of Teaching/Sec. Ed.	3
Area III Distribution Requirements	6–8
Introduction to Literature	3
American Literature	3
English Electives	3
Physical Education	1
Free Electives	<u>3</u>
	31–33
<i>Junior Year</i>	<i>Credits</i>
Introduction to Theatre or Film	3
Advanced Composition	3
British Literature	3
Language and Linguistics	3
Text Performance	3
English Elective	3
Secondary School Experience	3
Teaching Strategies	3
Free Electives	<u>7</u>
	31
<i>Senior Year</i>	<i>Credits</i>
English Electives	6
Shakespeare I or II	3
Legal Issues in Education*	2
Teaching Communication	3
Free Electives	3
<i>Professional Semester (A 3.0 GPA or greater required)</i>	
Student Teaching OR	ED404
Focused Studies	ED405
Practicum in Student Teaching	SE412
Selected Topics	SE413
Teaching Exceptional/Multicultural Students	SE414
	<u>12</u>
	29

Bachelor of Arts Degree in Secondary Education–Communications

Requirements For Graduation:

To be eligible for graduation and certification with a Pennsylvania teaching certificate, students majoring in Secondary Education–Communications must complete a

*School Law must be taken the semester prior to the Professional Semester.

minimum of 127 credits, achieve a cumulative grade point average of 3.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students must have earned a 3.0 cumulative grade point average to begin the Professional Semester, and must achieve a grade of 3.0 or better in WRT101, WRT200, CM104, MAT111, a second math course, and ED221. Students must pass all remaining core courses with a 2.0 or better and may not take any of the courses offered by the department on a pass/fail basis.

The required courses in Secondary Education–Communications:

Discipline Certification Requirements:²

CM206	Communication Theory
CM211	Mass Communication
CM212	Public Speaking
LIT160	Introduction to Literature
THE254	Introduction to Theatre
LIT281	American Literature to 1885 ¹ <u>OR</u>
LIT282	American Literature after 1885 ¹
LIT283	British Literature to 1750 ¹ <u>OR</u>
LIT284	British Literature after 1750 ¹
LIT310	Language and Linguistics
LIT323	Shakespeare I ² <u>OR</u>
LIT324	Shakespeare II ²

Concentration Courses:²

ART134	Concepts of Computer Graphics
CM100	Public Speaking Practicum
CM132	Radio Practicum
THE350	Theatre Practicum

And six additional credits from the following areas:

Speech:

CM304	Group Discussion
CM327	Persuasion
CM328	Organizational Communication
CM329	Interpersonal Communication
CM450	Internship
CM498	Independent Study

Media:

CM231	Radio Production I
CM242	Video Production I
CM332	Media Writing
CM340	News Writing/Production

CM355	Electronic News Reporting
CM450	Internship
CM498	Independent Study

Drama:

THE205	Text Performance
THE258	Stagecraft
THE262	Acting
THE351	Theatre Practicum
THE354	History of Theatre
LIT416	Modern Drama

Professional Preparation Courses:²

	Math (see advisor)
PSY100	General Psychology
SOC100	Introduction to Sociology
PSY361	Psychology of Teaching/Sec. Ed.
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Secondary School Experience
SE351	Teaching Strategies
SE353	Teaching Communication
SE360	Reading and Writing across the Curriculum

*Professional Semester:*⁴

ED404	Student Teaching OR
ED405	Focused Studies
SE412	Practicum in Student Teaching
SE413	Selected Topics in Education
SE416	Directed Professional Education Experience ⁵

Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 or better. This includes all courses in field of major study.³SE402 must be scheduled the academic term immediately prior to the Professional Semester.⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance to the Professional Semester.⁵Taken as an option to ED404 by students seeking the degree *without* certification.**Secondary Education Communication (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology OR General Psychology	3

Area V Distribution Requirements	6
Human Communication	3
Physical Education	1
Mathematics	<u>3</u>
	34
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology OR General Psychology	3
Introduction to American Education	3
Instructional Technology	3
Psychology of Teaching/Sec. Ed.	3
Area III Distribution Requirements	6-8
Free Elective	3
Area of Concentration Courses	3
Introduction to Literature	3
American or British Literature	3
Physical Education	<u>1</u>
	31-33
<i>Junior Year</i>	<i>Credits</i>
Free Elective	3
Communication Theory	3
Mass Communication	3
Introduction to Theatre	3
American or British Literature	3
Language and Linguistics	3
Secondary School Experience	3
Teaching Strategies	3
Area of Concentration Courses	<u>9</u>
	34
<i>Senior Year</i>	<i>Credits</i>
Public Speaking	3
Shakespeare I or II	3
Legal Issues in Education*	2
Teaching Communication	3
Free Electives	6
<i>Professional Semester (A 3.0 GPA or greater required)</i>	
Student Teaching OR	ED404
Focused Studies	ED405
Practicum in Student Teaching	SE412
Selected Topics in Education	SE413
	<u>12</u>
	29

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Bachelor of Arts Degree in Spanish

The Spanish major at York College is an applied language major that allows the student the opportunity to become proficient in the language and to select an area of concentration from a wide range of disciplines. This curriculum recognizes the demand in practically every work setting for individuals who are competent in Spanish. The primary emphasis in this major is the acquisition of Spanish language proficiency, the appreciation of Spanish and Spanish-American literature, and the understanding of the many cultures of the Spanish-speaking world. The secondary emphasis is on applying this knowledge by choosing a minor in which the student plans to use Spanish in the future. Through their choices in courses, Spanish majors have the flexibility to construct a unique program that best suits their needs and interests.

Students are required to complete an independent research project or participate in an internship which serves as a capstone experience in the language. The study abroad requirement is an essential component to experiencing the Spanish language and culture firsthand. While a full semester abroad is recommended, participation in a brief, intensive immersion program abroad is also an option.

Because of the interdisciplinary nature of the major, the career direction of graduates from this program varies considerably. Students may wish to pursue graduate studies or enter a career in international relations, human services, or public relations, just to name a few.

Requirements For Graduation:

To be eligible for graduation, students majoring in Spanish must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

Spanish majors must complete at least six elective credits in Spanish in an approved study abroad program in a Spanish-speaking country.

The requirements of the Spanish major are:*

Group I: Required Spanish credits (36 credits)

SPN201	Intermediate Spanish I
SPN202	Intermediate Spanish II
SPN205	Intermediate Conversational Spanish
SPN206	Reading Strategies in Spanish
SPN301	Adv. Oral/Written Spanish
SPN305	Spanish American Culture and Civilization
SPN306	Spanish Culture and Civilization
SPN315	Introduction to Literature of Spain
SPN316	Introduction to Literature of Latin America

*Students must receive a grade of 2.0 or better in each course in the major.

SPN420	Advanced Spanish Grammar
SPN425	Spanish Linguistics
SPN498 OR SPN499	Independent Research OR Internship

Group II: Spanish Electives (9 credits)

Students must complete at least six of the nine elective Spanish credits in an approved program of study abroad. These need not be completed in the same semester or in the same program. The remaining three credits may be completed on campus.

Group III: Other Electives (15 credits)

The students will complete the requirements for a minor of his/her choice. If the student has chosen to double major, requirements of the second major will be satisfied in this area by that major's requirements.

Free Electives (19–21 credits)

Spanish (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Human Communication	3
Information Literacy	2
Critical Thinking/Problem Solving Math	3
Intermediate Spanish I & II	6
Area I Distribution Requirements	6
Area of Concentration Elective	3
Free Electives	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Area IV Distribution Requirements	6
Area II Distribution Requirements	6
Area III Distribution Requirements	6–8
Physical Education	2
Reading Strategies in Spanish	3
Intermediate Conversational Spanish	3
Writing about Literature (WRT200)	3
Minor Elective	<u>3</u>
	32–34

<i>Junior Year</i>	<i>Credits</i>
Introduction to Literature of Spain	3
Introduction to Literature of Spanish America	3
Advanced Oral & Written Spanish	3
Spanish Civilization and Culture	3
Minor Electives	6
Free Electives	<u>12</u>
	30

<i>Senior Year</i>	<i>Credits</i>
Advanced Spanish Grammar	3
Spanish Linguistics	3
Minor Electives	6
Spanish American Civilization and Culture	3
Independent Research or Internship in Spanish	3
Spanish Electives	9
Free Electives	<u>3</u>
	30

DEPARTMENTAL MINORS

The English and Humanities Department offers minors in Literary Studies, Theatre, Professional Writing, Creative Writing, Film Studies, Philosophy, Religious Studies, as well as French, German, and Spanish. Through careful planning and advising, students representing a variety of majors may elect a minor in these areas, thus acquiring valuable skills which will enhance their background, regardless of their primary fields of study.

English

Six 3-credit courses in English at the 200 level or higher (beyond WRT101 and WRT200). LIT228 or LIT210 is required. The remaining five courses must be LIT courses; at least two of these must be 300 level or higher.

Professional Writing

LIT225	Interdisciplinary Writing
WRT210	Writing in Professional Cultures
WRT315	Advanced Composition

Nine elective credits selected from WRT courses beyond WRT101 and WRT200.
At least 3 WRT elective credits must be at the 300 level or above.

Creative Writing

WRT210	Writing in Professional Cultures
WRT315	Advanced Composition
WRT310	Creative Writing

Nine WRT elective credits beyond WRT101 and WRT200 from a variety of Creative Writing courses.

Theatre

A Minor in Theatre requires 18 credits with the following distribution:

THE258	Stagecraft
THE262	Acting OR
THE355	Advanced Acting

THE360 History of Theatre I **OR**

THE361 History of Theatre II

Nine credit hours from the following:

THE205	Text Performance
THE254	Introduction to Theatre
THE350–THE353	Theatre Practicum
THE360	History of Theatre I OR
THE361	History of Theatre II
THE380	Special Topics in Theatre
THE416	Modern Drama
LIT323/LIT324	Shakespeare I OR II

Film Studies Minor

FLM216 Introduction to Film

FLM220 History of Film

An additional 12 credits selected from FLM courses and LIT393, at least six of which are at the 300 level.

French

FRN201–FRN202 Intermediate French I and II (6 credits)

FRN205 Intermediate French Conversation (3 credits)

FRN206 Reading Strategies in French

FRN303 French Civilization and Culture

FRN315 French Literature I (3 credits) **OR**

FRN316 French Literature II (3 credits)

German

INT101 Introduction to Indo/European Languages (3 credits)

15 credit hours of German beyond the elementary level, at least 6 credits of which must be at the 300 level or above and include a literature class.

Spanish

18 credit hours of Spanish beyond the Elementary level, at least 6 credits of which must be at the 300 level or above and include a literature class.

Philosophy

PHL221 Introduction to Philosophy **OR**

PHL226 History of Western Philosophy

PHL222 Critical Thinking **OR**

PHL231 Logic

A course in Ethics (PHL223, PHL240, PHL341, PHL350)

9 additional credits in Philosophy

(At least six of the 18 credits must be at the 300 level or higher.)

Religious Studies

REL270 Tradition and Culture of Judaism

REL275 Tradition and Culture of Christianity

REL265 World Religions

9 additional credits in Religious Studies Courses (which could include PHL383

Philosophy of Religion, HUM242 Science and Religion, and a course in

Ethics [PHL223, PHL240, PHL341, PHL350])

(At least six of the 18 credits must be at the 300 level or higher.)



DEPARTMENT OF HISTORY AND POLITICAL SCIENCE

The Department of History and Political Science offers Baccalaureate degree programs in History and Political Science. The department is committed to scholarly and teaching excellence in order to prepare students for success in a wide variety of careers in government, public history, education, law, lobbying, public service, advocacy, journalism, business, management, and administration as well as for graduate and professional study in many areas, including law school. The Department also offers minors in African & African-American Studies, American History, World History, Geography, Political Science, Public Administration and International Studies. The Department also works with the Education Department to prepare students for careers in secondary education.

The Department offers a rich selection of courses to support the College's general education program and to offer both breadth and depth for its majors. It is able to offer all students the opportunity to develop a global perspective which brings together the past and the present in order to understand the complexity, diversity and inter-relatedness of the world.

A wide variety of extracurricular activities and programs is sponsored by the Department. These include a student journal, Past and Present, which showcases student writing and research, chapters of national honor societies in History (Phi Alpha Theta) and Political Science (Pi Sigma Alpha) and many opportunities for independent research and internships in a variety of settings. Students may also compete for a variety of awards to support research and to recognize excellence.

BACCALAUREATE DEGREE PROGRAMS

Bachelor of Arts Degree in History

This curriculum is built on the premise that a knowledge about the past provides us, collectively and individually, with a better sense of who we are and where we are heading. The study of History sharpens our skills as thinkers and writers, and it prepares us for a variety of roles in our lives. In addition to traditional courses of study, students majoring in History are afforded opportunities in oral history, public history, and a wide spectrum of internship experiences in museums and historic sites.

Requirements For Graduation:

To be eligible for graduation, students majoring in History must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in history must maintain a 2.0 grade point average in the course requirements of the major and receive a grade of 2.0 or better in all history courses.

Required Courses in History Major (54 credits):

Core Courses (18 credits):

H219	History of Western Civilization I
H220	History of Western Civilization II
H221	American Civilization I
H222	American Civilization II
H240	Methods and Theory in History
H440	Senior Seminar in History

Required Electives (39 credits):

Students majoring in history must complete seven upper-division history courses

Support Courses (18 credits):

Students must choose SIX courses from any of the following areas:

- Fine Arts & Humanities
- International Studies
- Social & Behavioral Sciences (including Anthropology, Geography, History, Political Science, Psychology, Sociology)

Elective Courses:

Students majoring in history must complete an additional 28 - 30 credits of free electives.

International Studies/Foreign Language

Six credits are to be taken in one of these two areas. The foreign language option is encouraged, especially for those students considering graduate study. If foreign language is elected, six credits must be in one language.

History (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Information Literacy	2
Critical Thinking and Problem Solving in Mathematics	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6-8
History of Western Civilization I & II	6
Area V Distribution Requirements	<u>6</u>
	32-34
 <i>Sophomore Year</i>	 <i>Credits</i>
Writing About Literature (WRT200)	3
History of American Civilization I & II	6
Methods and Theory in History	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Support Courses	9

Elective Course	3
Physical Education	<u>2</u>
	32
<i>Junior Year</i>	<i>Credits</i>
History Electives	9
Elective Courses	9
Support Courses	9
Human Communication	<u>3</u>
	30
<i>Senior Year</i>	<i>Credits</i>
History Electives	9
Elective Courses	18
History Seminar	<u>3</u>
	30

Bachelor of Arts Degree in Political Science

Political scientists study the formal and informal political processes that shape public policy. As a discipline, political science combines both humanistic and scientific perspectives in order to understand the behavior of individuals, groups, nations and international organizations. The Department offers courses in all of the major fields of the discipline (American Government and Politics, Comparative Politics, Constitutional Law, International Relations, Political Theory, Methodology, and Public Administration).

The major is designed to provide a firm foundation in all sub-fields and to provide sufficient flexibility for students to pursue their own intellectual interests with both breadth and depth. It provides a basis for informed participation in community organizations, electoral politics, national and world affairs and public policy. Students receive a solid foundation for graduate study, including law, as well as for a wide variety of careers in both the public and private sector. Students often explore these possibilities through internships with government agencies, parties and groups, law firms and selected business and non-profits.

Requirements For Graduation:

To be eligible for graduation, students majoring in political science must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in political science must maintain a 2.0 grade point average in the course requirements of the major and receive a grade of 2.0 or better in all political science courses.

Required Courses: Political Science Major (60 credits)

Political Science Core Requirements (30 credits)

PS141	American Government: Foundations/Institutions
PS142	American Government: Process and Policy
PS151	Public Administration OR PS242 State/Local Government
PS260	Comparative Politics
PS262	Scope and Methods of Political Science
PS302	International Relations
PS368	Ancient Political Thought or PS369 Modern Political Thought
PS450	Senior Seminar

Two of the following:

H219	Western Civilization I
H220	Western Civilization II
H221	History of American Civilization I
H222	History of American Civilization II

Political Science Electives (27 credits):

Nine of the following courses (seven must be at 300 level or above):

PS151	Public Administration
PS242	State/Local Government
PS243	Govt/Politics of Africa
PS244	Govt/Politics of East Asia
PS245	Govt/Politics of Latin America
PS246	Govt/Politics of Mid East
PS247	Govt/Politics of Russia
PS250	Govt/Politics of South Asia
PS303	American Foreign Policy
PS305	Parties, Campaigns and Elections
PS306	Introduction to International Organizations
PS307	International Law
PS310	Decision Making
PS312	Politics of Public Policy
PS352	Introduction to Public Finance
PS361	American Political Thought
PS362	The Congress
PS363	The Presidency
PS368	Ancient Political Thought
PS369	Modern Political Thought
PS371	American Constitutional Thought: Political Institutions
PS372	American Constitutional Thought: Civil Lib/Rights
PS471-480	Selected Topics
PS490	Internship
PS498/499	Independent Study

Support Courses (3 credits):

One of the following:

ECO200	Principles of Economics - Macro
G243	Introduction to Geography
G344	Economic Geography
G345	Urban Geography
G346	Introduction to Geographic Information Systems

Political Science: (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirements	6
Area II Distribution Requirement	3
American Government (PS141 and PS142)	6
Area V Distribution Requirements	6
Western Civ. OR American Civ. (Area IV)	<u>3</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Human Communication	3
Physical Education	2
Area II Distribution Requirement	3
Area III Distribution Requirements	6-8
Western Civ. OR American Civ. (Area IV)	3
Public Administration OR State/Local Government	3
Comparative Politics	3
Scope and Methods of Political Science	3
Political Science Support Course	<u>3</u>
	32-34

<i>Junior Year</i>	<i>Credits</i>
International Relations	3
Ancient or Modern Political Thought	3
Political Science Courses	12
Elective Courses	<u>12</u>
	30

<i>Senior Year</i>	<i>Credits</i>
Senior Seminar in Political Science	3
Political Science Electives	15
Elective Courses	<u>12</u>
	30

Bachelor of Arts in Secondary Education–Citizenship

Requirements For Graduation:

To be eligible for graduation, students majoring in Secondary Education–Citizenship must complete a minimum of 126 credits, achieve a cumulative grade point average of 3.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Citizenship Education must maintain a 3.0 grade point average in the core course requirements as well as a second elected mathematics course to be determined by the student and the Advisor.

Secondary Education - Citizenship is a dual major offered in conjunction with the Department of Education. Candidates are encouraged to complete a major in either History or Political Science.

See the requirements for the History Baccalaureate degree and the Political Science Baccalaureate degree.

Required Courses in Secondary Education–Citizenship:

Discipline Certification Requirements:²

ECO200	Principles of Economics–Macro OR
ECO201	Principles of Economics–Micro
G243	Introduction to Geography
G341	Geography of North America
H219	History of Western Civilization I
H220	History of Western Civilization II
H221	History of American Civilization I ¹
H222	History of American Civilization II ¹
PS141	American Government
PS242	State and Local Government

Citizenship Major Areas:²

European History: Any course, H300 and above

American History: Any course, H300 and above

Non-Western History and Government: Any course, 200 and above

Political Science: Any course, PS300 and above

Pre-Professional Educator Status (PPES)³

ED200	Instructional Technology
ED221	Introduction to American Education
_____	Math (see advisor)
PSY100	General Psychology
PSY360	Psychology of Learning
SOC100	Introduction to Sociology

Professional Preparation Courses

SE402	Legal Issues in Education ⁴
SE350	Secondary School Experience
SE351	Teaching Strategies
SE352	Teaching Citizenship in Secondary Education
SE360	Reading/Writing Across the Curriculum

Professional Semester^{2,5}

ED404	Student Teaching OR
ED405	Focused Studies ⁶

OR*Professional Semester*⁷*Alternative Program*

SE416	Directed Professional Educational Experience
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Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 (C) or better. This includes *all* courses in field of major study.³Advancement to PPES requires successful completion of WRT101, WRT200, CM104, MAT111, 2nd math course, ED221 with a minimum grade of 3.0 in each course.⁴SE402—Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.⁵Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.⁶Taken as an option to ED404 by students seeking the degree without certification.⁷Students electing Alternative Program will select SE416 and other appropriate course work. Must have prior approval from Advisor and Department Chair.**Secondary Education—Citizenship (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
History of Western Civilization I and II	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area I Distribution Requirement	3
Physical Education	2
Mathematics	<u>3</u>
	31
<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Introduction to American Education	3
Psychology of Learning	3
Area III Distribution Requirements	6
Area V Distribution Requirements	6

American Civilization I and II	6
American Government	3
State and Local Government	<u>3</u>
	33
<i>Junior Year</i>	<i>Credits</i>
Introduction to Geography	3
Geography of North America	3
Citizenship Theme Area	6
Instructional Technology	3
Secondary School Experience	3
Teaching Strategies	3
Free Electives	6
Area I Distribution Requirement	<u>3</u>
	30
<i>Senior Year</i>	<i>Credits</i>
Principles of Economics	3
Citizenship Theme Area	6
Teaching Social Studies in Secondary School	3
Legal Issues in Education*	2
Free Electives	6
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>	
Student Teaching ED404 <u>OR</u>	
Focused Studies ED405 <u>OR</u>	
Alternative Program	
Directed Professional Educational Experience	<u>9</u>
	32

Bachelor of Arts in Secondary Education–Social Studies, with a double major in History

Requirements For Graduation:

To be eligible for graduation, students majoring in Secondary Education-Social Studies must complete a minimum of 132 credits, achieve a cumulative grade point average of 3.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete the general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Social Studies Education must maintain a 3.0 or better in the following four "Common Core" courses—two English courses, the Human Communications course, and one math course as well, as a second elected mathematics course to be determined by the student and the Advisor

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Secondary Education-Social Studies is a dual major offered in conjunction with the Department of Education. Students who complete the Social Studies major also fulfill the requirements for the History major.

Required Courses in Secondary Education–Social Studies:

Discipline Certification Requirements:²

ECO200	Principles of Economics–Macro OR
ECO201	Principles of Economics–Micro
G243	Introduction to Geography
G341	Geography of North America
H219	History of Western Civilization I
H220	History of Western Civilization II
H221	History of American Civilization I ¹
H222	History of American Civilization II ¹
PS141	American Government
PS242	State and Local Government
SOC220	American Social Problems
ANT210	Introduction to Physical Anthropology OR
ANT220	Cultural Anthropology
H240	Methods/Theory History
H440	Sr. Seminar in History

18 additional credits in History, H223 or higher

Pre-Professional Educator Status (PPES)³

ED200	Instructional Technology
ED221	Introduction to American Education
_____	Math (see advisor)
PSY100	General Psychology
PSY360	Psychology of Learning
SOC100	Introduction to Sociology

Professional Preparation Courses

SE402	Legal Issues in Education ⁴
SE350	Secondary School Experience
SE351	Teaching Strategies
SE352	Teaching Citizenship in Secondary Education
SE360	Reading/Writing Across the Curriculum

Professional Semester^{2,5}

ED404	Student Teaching OR
ED405	Focused Studies ⁶

OR

Professional Semester⁷

Alternative Program

SE416	Directed Professional Educational Experience
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Notations:

¹Satisfies Area Distribution Requirements²Grade earned must be a 2.0 (C) or better. This includes *all* courses in field of major study.³Advancement to PPES requires successful completion of WRT101, WRT200, CM104, MAT111, 2nd math course, ED221 with a minimum grade of 3.0 in each course.⁴SE402–Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.⁵Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.⁶Taken as an option to ED404 by students seeking the degree without certification.⁷Students electing Alternative Program will select SE416 and other appropriate course work. Must have prior approval from Advisor and Department Chair.**Secondary Education–Social Studies (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
History of Western Civilization I and II	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area I Distribution Requirement	3
Physical Education	2
Introduction to American Education	<u>3</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Math	3
Human Communication	3
Instructional Technology	3
Psychology of Teaching/Sec. Ed	3
Area III Distribution Requirements	6
Area V Distribution Requirements	6
American Civilization I and II	6
American Government	3
Methods/Theory of History	<u>3</u>
	36

<i>Junior Year</i>	<i>Credits</i>
State and Local Government	3
Introduction to Geography	3
Geography of North America OR Survey of Canada	3
Cultural or Physical Anthropology	3
American Social Problems	3
History Electives	12
Secondary School Experience	3

Teaching Strategies	3
Area I Distribution Requirement	<u>3</u>
	36
<i>Senior Year</i>	<i>Credits</i>
Macro or Micro Economics	3
History Elective	6
History Seminar	3
Teaching Social Studies in Secondary Education	3
Legal Issues in Education	2
<i>Professional Semester (A 3.0 GPA, or greater, required)</i>	
Student Teaching ED404 OR	
Focused Studies ED405 OR	
Alternative Program	
Practicum in Student Teaching SE412	
Selected Topics SE413	<u>12</u>
	32

DEPARTMENTAL MINORS**African and African-American Studies (18 credits)**

At least nine credits from these courses:

INT143	Introduction to Africa
PS243	Government and Politics of Africa
H303	History of Africa I
H305	History of Africa II
E386	African Literature

At least nine credits from these courses:

H306	Race and Racism
H354	Coming of the Civil War OR
H355	Civil War and Reconstruction
H470	The Civil Rights Movement
SOC315	Ethnic and Minority Relations
E203	African-American Literature

American History (18 credits)

H221-222	American Civilization I & II
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Four courses from the following:

H245	American Military Experience
H306	Race and Racism
H342	Women in the United States
H351	American Colonial History

H352	New American Nation
H353	The Jacksonian Era
H354	Coming of the Civil War
H355	Civil War and Reconstruction
H356	Emergence of Modern America
H357	Twentieth-Century America
H358	Recent America
H370	American Constitutional Thought
H429	War & Peace
H441	American Economic History
H450	American Social and Cultural History
H470-479	Special Topics

No more than one course from the following:

H460, H461, H498, H499

Geography (18 credits)

G243	Introduction to Geography
G344	Economic Geography
G345	Urban Geography
ESS152	Earth/Space Science

One course selected from the following:

G260	Introduction to Cartography OR
G346	Introduction to Geographic Information Systems

One course selected from the following:

G341	Geography of North America OR
G350	Survey of Canada

Political Science (18 credits)

PS141	American Government: Foundations and Institutions
PS142	American Government: Process and Policy
PS260	Comparative Politics

One course selected from the following:

PS302	International Relations OR
PS303	American Foreign Policy

Two of the following courses:

PS368 or PS369	Ancient Political Thought or Modern Political Thought
PS371 or PS372	American Constitutional Thought
PS362	The Congress
PS363	The Presidency

International Studies (18 credits)

PS302	International Relations
PS260	Comparative Politics
PS450	Senior Seminar in Political Science
G243	Introduction to Geography
IBS200	Introduction to International Business

One course selected from the following:

PS306	International Organizations
ECO400	International Economics
G344	Economic Geography

Public Administration (18 credits)

PS141	American Government: Foundations and Institutions <u>OR</u>
PS142	American Government: Process and Policy
PS242	State and Local Government
PS151	Introduction to Public Administration

Two courses selected from the following:

MGT250	Principles of Management
MGT320	Human Resource Management
PS352	Introduction to Public Finance
PS450	Senior Seminar in Political Science

One course selected from the following:

PS310	Decision Making in the Public Sector
PS312	Politics of Public Policy
G345	Urban Geography

World History (18 credits)

H219–220	Western Civilization I & II
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Four courses selected from the following:

H316	Ancient History
H317	Medieval History
H318	Renaissance and Reformation
H227–228	History of Latin America I & II
H250	American-East Asian Relations
H303–305	History of Africa I & II
H330	History of 20th-Century Russia
H332	Eastern & Central Europe
H333–334	History of England

H335	Modern Germany
H340	Women and War
H411	European Intellectual History
H420	Nazi Germany
H427-428	Modern Europe I & II



DEPARTMENT OF MUSIC, ART, AND COMMUNICATION

Music, Art and Communication are rooted in the liberal arts tradition that teaches and communicates the human experience through sounds, images, and words. The faculty members of the department are supportive and demanding mentors whose first priority is to help students discover their intellectual and creative potential. The Department promotes both a creative and cultural awareness within the college and an interactive educational and cultural link between the college and the community.

The Department of Music, Art and Communication offers programs of study leading to a Baccalaureate degree in Music, Music Education, Music Industry and Recording Technology, Fine Art, Graphic Design, Speech Communication, Public Relations and Mass Communication. A student may also pursue an Associate degree in Fine Art, Music or Mass Communication. Programs of study leading to a minor are also available in Art History, Fine Art, Visual Communication, Music, Music Industry, Photography, Speech Communication and Public Relations.

Students pursuing any of the Department's academic programs are encouraged to take advantage of the interdisciplinary opportunities the department offers to complement a major. Courses in the visual arts are of benefit to those studying mass communication and public relations. Musical ensembles and performing groups are available on a credit or voluntary basis to all students in the department who wish to avail themselves of this creative outlet. Courses in video and sound production are of interest to those in art, music and public relations, as well as mass communication majors.

The Department administers one of the most active internship programs on the campus. Students are encouraged to investigate the internship option as a means of exploring career choices and acquiring career experience before leaving college.

ART

The Music, Art and Communication Department offers two Baccalaureate programs in Art, one in Fine Art, and one in Graphic Design. These majors prepare the student to enter a variety of professional careers in the visual arts or graduate study. An Associate degree in Fine Art is also offered and academic minors are available in Art History, Fine Art, Visual Communication, and Photography. A course in Art Education is offered as a cognate area of study to students completing the Bachelor of Science degree in Elementary Education.

Portfolio Requirements for Admission

In addition to fulfilling all York College of Pennsylvania admissions requirements, a student seeking to be admitted into either the Fine Art or Graphic Design program is required to submit a portfolio of 10–20 examples of art. The portfolio should contain the student's best work, reflect a range of abilities, interests, and concepts, and demonstrate skill in a variety of media.

An introductory artist's statement must be included stating the major for which the applicant wishes to be considered for. The statement should be a brief synopsis

of the artist's experience, how he or she feels about the work, who or what has been an influence, and what the student's aspirations are for the future. Name, mailing address and email address (if applicable) must be included on the statement.

The portfolio must be submitted in the form of 35mm slides. No actual pieces of artwork will be accepted. Each slide must be labeled with the applicant's name, title of work (or name of project), date, medium, and dimensions (height x width). The top of the work must be marked with an arrow. Slides must be placed into 8.5 × 11 plastic slide sleeves and then compiled in a binder with the statement and a slide inventory list.

The portfolio should be sent only AFTER the student has received notification from the Admissions Office that he or she is accepted into York College. Acceptance into York College of Pennsylvania does not guarantee acceptance into Art programs. The portfolio submission deadline for new freshmen, transfer and internal transfer students are *November 1st* (fall semester) and March 15th (spring semester). The student will be notified of the decision of the review committee approximately two weeks after the portfolios are reviewed. Because enrollment in the art program is limited, portfolios received after the 15th of March will be reviewed as space permits. Students may not submit portfolios to Fine Art or Graphic Design more than two times.

Portfolios are to be forwarded to: Portfolio Review Committee, York College of Pennsylvania, 439 Country Club Rd., York, PA 17405-7199. The committee will notify the student by mail that it has received the portfolio. Portfolios will be returned if the student provides a suitable envelope with appropriate postage.

Students transferring from other institutions are required to submit a portfolio of artwork for admission to the Fine Art and Graphic Design programs. The applicant should follow the specifications and deadlines previously outlined. The portfolio needs to contain a minimum of two examples of work from each art course the student wishes to transfer to York College. Transfer credit in Graphic Design is given only for foundation courses (Viscom I, Viscom II, Drawing I, Painting I, Computer Graphics I, and Sculpture I), art history courses, and art electives. Transfer credit in Fine Art is given for foundation courses (Design I, Design II, Drawing I, Painting I, Figure Drawing I, and Sculpture I), art history courses, art electives, and any additional nine credits in art.

Students currently attending York College and wishing to declare Fine Art or Graphic Design as a major need to follow the specifications outlined previously. The portfolio should not include work produced during high school and must include recent work from all college art courses. Deadline dates for portfolio review are the same as those for incoming or transfer students. Students already attending YCP and submitting portfolios may deliver them by hand to MAC206 during regular business hours to the attention of the Portfolio Review Committee.

BACCALAUREATE DEGREE PROGRAMS

Bachelor of Arts Degree in Fine Art

The Bachelor of Arts in Fine Art is designed to prepare the student for entry into professional positions such as illustrator, teacher, art director, art critic, studio/commercial photographer, or independent artist, and stresses life-long growth as an artist.

The program emphasizes mastering technical processes, understanding the role of cultural history as an influence upon artistic expression, developing verbal and visual communication skills, and the importance of creative and original thinking. Students expand their studio and academic experiences through exhibitions, internships in professional settings such as the College art gallery, completion of the Professional Development Seminar, and participation in activities such as artist's lectures and museum excursions.

Requirements For Graduation:

To be eligible for graduation, students majoring in Fine Art must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Fine Art are required to complete a series of foundation courses, which offer a common studio experience to all art majors. Foundation courses must be successfully completed by the end of the first semester of sophomore year. Foundation courses teach basic skills, provide a technical foundation on which to build, develop creative and problem-solving skills, and help identify professional and studio interests. The student is also required to participate in the Sophomore Portfolio Review and Senior Portfolio Review and Exhibition, both of which provide an opportunity for self-evaluation and professional evaluation. During senior year the student participates in the Professional Development Seminar and the Senior Art Major's Exhibition. The student is required to earn a grade of 2.0 or better in all major courses.

Required courses for the BA in Fine Art:

Foundation Courses:

- Design I (ART210)
- Design II (ART211)
- Drawing I (ART215)
- Figure Drawing I (ART216)
- Painting I (ART220)
- Sculpture I (ART230)
- Sophomore Portfolio Review (ART298)

Major Area of Concentration (9–12 credits in one of the following areas):

- Drawing (ART265, 315, 365)
- Figure Drawing (ART266, 316, 366)
- Illustration (ART223, 273, 323, 373)
- Painting (ART270, 320, 370)
- Photography (ART245, 295, 345, 385)
- Sculpture (ART280, 330, 380)

Minor Area of Concentration (6 credits in one of the following):

- Ceramics (ART225, 275)

Digital Art (ART134, 244)
 Drawing (ART265, 315)
 Figure Drawing (ART266, 316)
 Illustration (ART223, 273)
 Painting (ART270, 320)
 Photography (ART245, 295)
 Sculpture (ART230, 280)

Art History

Survey of Western Art I (ART204)
 Survey of Western Art II (ART205)
 Art History elective (ART388, 389, 390, 391, 393, 394, or 395)
 Art History elective (ART388, 389, 390, 391, 393, 394, or 395)

Professional Development Seminar (ART435)

Art Internship (ART450, 451), Independent Study (ART498, 499), **OR** Art Elective
 Art Electives (3–6 credits)

Senior Portfolio Review and Exhibition (ART440)

Fine Art (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
Design I and II	6
Drawing I and Painting I	6
English Composition (WRT101)	3
Human Communication	3
Information Literacy	2
Critical Thinking and Problem Solving in Math	3
Area II Distribution Requirement	3
Area III Distribution Requirement	3–4
Physical Education	<u>1</u>
	30–31

<i>Sophomore Year</i>	<i>Credits</i>
Sculpture I and Figure Drawing I	6
Survey of Western Art I and II	6
Sophomore Portfolio Review/Fine Art	1
Major area of Fine Art concentration	3
Minor area of Fine Art concentration	3
Writing About Literature (WRT200)	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirement	3
Free Elective	3
Physical Education	<u>1</u>
	32–33

<i>Junior Year</i>	<i>Credits</i>
Major area of Fine Art concentration	6

Minor area of Fine Art concentration	3
Art History Electives	6
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area V Distribution Requirement	3
Area IV Distribution Requirement	3
Free Elective	<u>3</u>
	30
<i>Senior Year</i>	<i>Credits</i>
Major area of Fine Art concentration <u>OR</u> Art Elective	3
Professional Development Seminar/Fine Art	3
Art Internship, Independent Study, <u>OR</u> Art Elective	3
Senior Portfolio Review and Exhibition	1
Area I Distribution Requirement	3
Area V Distribution Requirement	3
Art Elective	3
Free Electives	<u>13</u>
	32

Bachelor of Arts Degree in Graphic Design

This professional program, combined with a strong academic curriculum, provides graduates with the skills and knowledge they will need to enter diverse areas of visual communication such as publication design, advertising design, packaging, corporate identity design, and multimedia production, or to pursue graduate study. The program contains components of studio work, design theory, criticism and history. Student designers learn not only about the tools and techniques, both traditional and digital, necessary to make their ideas come to life, but also the ways in which their work relates to their culture and society. The program's emphasis on the history of graphic design gives students a valuable perspective on where their chosen discipline has been, where it is going, and how technology affects the way we communicate. Through professional memberships, internships, field trips, and exposure to visiting artists, students gain valuable perspective on personal areas of interest in the vast and changing field of design.

Requirements For Graduation:

To be eligible for graduation, students majoring in Graphic Design must complete a minimum of 129 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Graphic Design are required to complete a series of foundation courses, which offer a common studio experience for all art majors. Foundation Courses must be successfully completed by the end of the first semester of Sophomore Year. Foundation courses teach basic skills, provide a technical foundation

on which to build, develop creative and problem-solving skills, and help identify professional and studio interests. The student is also required to participate in the Sophomore Portfolio Review and Senior Portfolio Review and Exhibition, which provide an opportunity for self-evaluation and professional evaluation. During senior year the student participates in the Professional Development Seminar and the Senior Art Major's Exhibition. The student is required to earn a 2.0 or better in all major courses.

Required courses for the BA in Graphic Design:

Foundation Courses:

Viscom I (ART135)
 Viscom II (ART136)
 Computer Graphics I (ART137)
 Drawing I (ART215)
 Figure Drawing I (ART216)
 Painting I (ART220)
 Sculpture I (ART230)
 Sophomore Portfolio Review (ART299)

Courses required for the major:

ART245 Photography I
 ART287 Printmaking
 ART290 Computer Graphics II
 ART292 Advertising and Identity Design
 ART297 Packaging and Publication Design
 ART339 Motion Graphics
 ART340 Computer Graphics III
 ART432 Senior Design Studio

Art History

Survey of Western Art I (ART204)
 Survey of Western Art II (ART205)
 History of Graphic Design (ART389)
 Art History elective (ART388, 390, 391, 393, 394, or 395)
 Art History elective (ART388, 390, 391, 393, 394, or 395)

Professional Development Seminar (ART436)

Art Internship (ART450, 451), Independent Study (ART498, 499), **OR** Art Elective
 Senior Portfolio Review and Exhibition (ART441)

Graphic Design (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
Viscom I and II	6
Drawing I	3
Figure Drawing	3
Survey of Western Art I	3
Computer Graphics I and II	6

English Composition (WRT101)	3
Critical Thinking and Problem Solving in Math	3
Writing About Literature (WRT200)	3
Information Literacy	2
Human Communication	<u>3</u>
	35

<i>Sophomore Year</i>	<i>Credits</i>
Advertising and Identity Design	3
Photography I	3
Survey of Western Art II	3
Painting I	3
History of Graphic Design	3
Sculpture I	3
Sophomore Portfolio Review	1
Free Electives (1)	3
Area II Distribution Requirement	3
Area III Distribution Requirement	3
Physical Education	<u>1</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Packaging and Publication Design	3
Printmaking	3
Art History Elective	6
Computer Graphics III	3
Motion Graphics	3
Area III Distribution Requirement	3
Area IV and V Distribution Requirements	6
Free Electives (3)	<u>9</u>
	36

<i>Senior Year</i>	<i>Credits</i>
Senior Design Studio	3
Professional Development Seminar/Design	3
Area I Distribution Requirement	6
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Free Elective	3
Senior Portfolio Review and Exhibition	1
Art Internship OR Independent Study	3
Physical Education	<u>1</u>
	32

COMMUNICATION

Communication includes the study of the theories and skills of human communication that comprise the contexts of intrapersonal, interpersonal, small group, public and mass communication. Public Relations combines the application of communication skills with strategic planning abilities.

Baccalaureate degree students may select from three majors within the Communication degree program. Students choosing the Speech Communication major are preparing for careers in education, sales, advertising and business as well as work within health, social and government organizations. The Mass Communication major prepares students for careers in commercial broadcasting or corporate applications of audio and video. Students selecting the Public Relations major are preparing specifically for careers in corporations, not-for-profit organizations, and public relation firms.

Bachelor of Arts Degree in Speech Communication

Requirements For Graduation:

To be eligible for graduation, students majoring in Speech Communication must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and satisfactorily complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Speech Communication must earn a grade of 2.0 or above in all courses taken in the major.

The required courses for the Speech Communication major are:

- Communication Theory (CM206)
- Rhetoric and Public Address (CM207)
- Persuasion (CM327)
- Interpersonal Communication (CM329)
- Communication Seminar (CM402)

In addition, students are required to select six competency courses from the following offerings:

- Public Speaking Practicum (CM100–103—three one-credit courses)
- Public Speaking (CM212)
- Nonverbal Communication (CM222)
- Group Discussion (CM304)
- Argumentation and Debate (CM310)
- Organizational Communication (CM328)
- Communication Internship (CM450, CM451—may apply only three credits)
- Any existing writing course in Communication or English

Area Electives:

Students must also complete an area elective requirement by selecting any two communication courses offered within the three majors.

Humanities/Social Science Electives:

Students are required to complete four courses in the humanities or social and behavioral sciences at the 200 level or above. One of these courses must be a literature course.

Free Electives: 25–27 credits

Speech Communication (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6–8
Human Communication or Elective	3
Free Elective	3
Public Speaking Practicum	2
Physical Education	<u>1</u>
	29–31

<i>Sophomore Year</i>	<i>Credits</i>
Writing about Literature (WRT200)	3
Area Elective	3
Elective or Human Communication	3
Area IV Distribution Requirement	3
Area II Distribution Requirement	3
Communication Theory	3
Rhetoric and Public Address	3
Competency Elective	3
Area V Distribution Requirements	6
Public Speaking Practicum	1
Physical Education	<u>1</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Area I Distribution Requirement	3
Humanities, Social or Behavioral Science Electives	6
Competency Courses	9
Persuasion	3
Interpersonal Communication	3
Area Elective	3
Free Electives	<u>6</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Humanities, Social or Behavioral Science Electives	6
Area IV Distribution Requirement	3

Free Electives	6
Communication Seminar	3
Competency Elective	3
Free Electives	<u>9</u>
	30

Bachelor of Arts Degree in Mass Communication

Requirements For Graduation:

To be eligible for graduation, students majoring in Mass Communication must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Mass Communication must earn a grade of 2.0 or above in all courses taken in the major.

The required courses for the Mass Communication major are:

Communication Theory (CM206)
 Mass Communication (CM211)
 Audio Production (CM226)
 Video Production I (CM242)
 Media Management (CM410)
 Media Laws and Ethics (CM434)

In addition, students must select five support courses from the following offerings:

Concepts of Computer Graphics (ART134)
 Radio Practicum (CM132–135—must take three 1-credit courses)
 Audio Production I (CM226)
 Media Writing (CM332)
 Audio Production II (CM336)
 News Writing and Production (CM340)
 Video Production II (CM341)
 Electronic News Reporting (CM355)
 Advanced Production (CM431)
 Communication Internship (CM450, CM451—may apply only three credits)

Area Electives:

Students must also complete an area elective requirement by selecting any two communication courses offered within the three majors.

Humanities/Social Science Electives:

Students must complete four courses in the humanities or social and behavioral sciences at the 200 level or above in the second column. One of these courses must be a literature course.

Free Electives: 25–27 credits

Mass Communication (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6-8
Human Communication or Elective	3
Free Elective	3
Radio Practicum	2
Physical Education	<u>1</u>
	29-31

<i>Sophomore Year</i>	<i>Credits</i>
Writing about Literature (WRT200)	3
Area Elective	3
Elective or Human Communication	3
Area IV Distribution Requirement	3
Area II Distribution Requirement	3
Communication Theory	3
Mass Communication	3
Audio Production	3
Area V Distribution Requirements	6
Radio Practicum	1
Physical Education	<u>1</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Area I Distribution Requirement	3
Humanities, Social or Behavioral Science Electives	6
Support Courses in Major	9
Video Production I	4
Area Elective	3
Free Electives	<u>8</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Humanities, Social or Behavioral Science Electives	6
Area IV Distribution Requirement	3
Support Course	3
Media Management	3
Media Laws and Ethics	3
Free Electives	<u>12</u>
	30

Bachelor of Arts Degree in Public Relations

Requirements For Graduation:

To be eligible for graduation, students majoring in Public Relations must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Public Relations must earn a grade of 2.0 or above in all courses taken in the major.

The required courses for the Public Relations major are:

- Communication Theory (CM206)
- Introduction to Public Relations (CM221)
- Print Media Writing (CM271)
- Writing for Public Relations (CM321)
- Persuasion (CM327)
- Public Relations Planning (CM415)
- Public Relations Campaigns (CM421)
- Media Law and Ethics (CM434)

Support Courses:

In addition, students are required to select five support courses from the following offerings.

- Mass Communication (CM211)
- Public Speaking (CM212)
- Group Discussion (CM304)
- Media Relations (CM322)
- Publications Editing and Design (CM323)
- Organizational Communication (CM328)
- Interpersonal Communication (CM329)
- Communication Seminar (CM402)
- Crisis Communications Management (CM423)
- Communication Internship (CM450, 451)
- Principles of Marketing (MKT200)

Area Electives:

Students must also complete an area elective requirement by selecting any two communication courses offered within the three majors.

Humanities/Social Science Electives:

Students must complete four courses in the humanities or social and behavioral sciences at the 200 level or above. One of these courses must be a literature course.

Free Electives: 25–27 credits

Public Relations (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6-8
Human Communication or Elective	3
Free Electives	6
Physical Education	<u>1</u>
	30-32
 <i>Sophomore Year</i>	 <i>Credits</i>
Writing about Literature (WRT200)	3
Area Elective	3
Print Media Writing	3
Area IV Distribution Requirement	3
Area II Distribution Requirement	3
Communication Theory	3
Introduction to Public Relations	3
Area V Distribution Requirements	6
Physical Education	1
Free Elective	<u>3</u>
	31
 <i>Junior Year</i>	 <i>Credits</i>
Area I Distribution Requirement	3
Humanities, Social or Behavioral Science Electives	6
Support Courses	9
Persuasion	3
Writing for Public Relations	3
Area Elective	3
Free Electives	<u>6</u>
	33
 <i>Senior Year</i>	 <i>Credits</i>
Humanities, Social or Behavioral Science Electives	6
Area IV Distribution Requirement	3
Support Course	3
Public Relations Planning	3
Public Relations Campaigns	3
Media Laws and Ethics	3
Free Electives	<u>9</u>
	30

MUSIC

The Division of Music offers music courses to serve students who wish to explore the field of music as part of a liberal arts education. The Division offers three baccalaureate degree programs in Music: a Bachelor of Science degree in Music Education, a Bachelor of Science degree in Music Industry and Recording Technology, and a Bachelor of Arts degree in Music.

The major in General Music Education is a professional program, stressing competence in teaching the full range of vocal, instrumental, and general music from kindergarten through high school. The major in Music Industry and Recording Technology prepares students for careers in audio recording and production, music product sales and distribution, entertainment, music business, music production for broadcasting and sound reinforcement. The major in Music allows students to specialize in some area of music performance. All three majors offer preparation for a variety of music-related careers and/or graduate study. In addition, students may pursue a two year Associate of Arts degree with an emphasis in Music or a minor in Music or Music Industry.

The Division of Music offers a wide range of musical activities. Courses in music appreciation, foundations of music theory, jazz history, music theater, private lessons and music ensembles of many types are open to all students at the college. For those majoring in any of our three degree programs, more advanced courses and experiences are offered in music literature, music history, music theory, recording technology, music education, private lessons and performance. Whether you are pursuing the study of music as a profession or as an avocation, at York College, you will be encouraged to achieve the highest possible level of musical discrimination, creativity and skill in performance.

Music Auditions and Admission to Music Majors:

Official admission to the Music Education and Music major is by audition only. Auditions may be scheduled on certain designated days during the academic year. In special circumstances, applicants may audition by tape or they may request admission into a music major after their first semester of music study.

The required music audition must demonstrate musical achievement in the student's primary performance area. Three contrasting compositions of the student's choice must be presented. In addition, the student may be asked to demonstrate basic skills in sight reading, show satisfactory proficiency in executing major and minor scales, and technical studies. The student may also be asked to answer questions concerning their musical experience and training.

Performance Attendance:

Majors in General Music Education, Music Industry and Recording Technology, and Music are expected to attend a wide variety of programs throughout the school year. Students in these majors will be responsible for verifying their attendance record. Failure to attend the required number of programs may result in the lowering of a student's applied music grade and may affect the student's ability to

advance within the program and/or cause their music scholarship to be reduced or revoked.

Performance Requirements:

All General Music Education, Music Industry and Recording Technology, and Music majors, in consultation with their applied music instructor, must perform on a student recital at least once each semester.

All students pursuing a Bachelor of Science degree in General Music Education or a Bachelor of Arts degree in Music must successfully perform a solo recital during their senior year. Six credits with a grade of 2.5 or better in the student's primary area of study must be completed before presenting the senior recital. The senior recital will be graded by the music faculty and reported on the appropriate form and filed in the Departmental Office. Before performing a public recital, the student must successfully complete a "recital hearing" at least two weeks prior to the recital date. Additional details and instructions for presenting a senior recital are available from the Director, Division of Music.

Piano Proficiency Requirements:

Students majoring in General Music Education or Music are required to meet basic piano requirements before graduation. Piano proficiency examinations are normally taken at the end of the sophomore year, but may be taken at any examination period. A student must continue to enroll in applied piano until the examination is passed, regardless of how many credits in piano have been accumulated. If the examination is passed before the end of the sophomore year, the student may offer voice or some other instrument to satisfy the requirement in secondary instrument. Students must continue to enroll in applied piano until the piano proficiency examination is passed. Instructions and requirements for the piano proficiency examination may be obtained from the student's advisor or the Director, Division of Music.

Applied Music

Applied music study is an important part of a music student's experience at York College. Whether the student is taking private lessons as a requirement or as an extra-curricular activity, it is in the private studio that the student learns to apply musicianship and to develop skill in performance.

Applied music lessons should be scheduled with the applied music instructor or the Director, Division of Music during the first full week of classes. Once the drop-and-add period is over and the student has scheduled a lesson time, the applied music fee will not be refunded for any reason (see Catalog under Special Fees).

The applied music student is expected to practice a minimum of 30 minutes per day, per half credit of applied music instruction. However, the student should always consult with their instructor for specific practice requirements, as some instructors may require more than the minimum.

Depending on the number of credits enrolled, the student will receive 12 half-hour lessons or 12 fifty-minute lessons during a semester.

Excused absences due to student illness or other personal problems will be rescheduled at the instructor's discretion. Lessons missed by the instructor will normally be rescheduled.

Jury Examinations

All students majoring in General Music Education, Music Industry and Recording Technology, and Music are required to take an applied music final examination (jury examination) at the end of each semester of study. The examination will be administered by a committee of music faculty members, who will present the student with written comments regarding progress and a grade for the examination. This grade will constitute 25% of the student's final semester grade in applied music.

For the General Music Education, Music Industry and Recording Technology and Music major, this jury examination is particularly important. Satisfactory progress must be demonstrated with each additional semester of study. Should the student fail to do so, the examining committee may recommend that the student be placed on music probation. If the probationary status is not removed after one semester, the student may be dropped as a General Music Education, Music Industry and Recording Technology, or Music major. A student may be removed from music probation by demonstrating satisfactory progress in the primary applied music area during the jury examination following the semester of music probation. Specific details concerning juries are available from the Director, Division of Music.

Bachelor of Science Degree in General Music Education

The Bachelor of Science Degree in General Music Education (K–12 Certification) is a professional program stressing competence in teaching the full range of vocal, instrumental, and general music from kindergarten through high school.

Requirements For Graduation:

To be eligible for graduation, students majoring in General Music Education must complete a minimum of 139 credits, achieve a cumulative grade point average of 3.0 or above, satisfy the College's residency requirement, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 3.0 grade point average in the course requirements of the major. Students majoring in General Music Education must earn a minimum grade of 2.5 in all required music courses.

Required Courses in General Music Education:

In addition to the Common Core, Area Distribution Requirements, Professional Education Courses, and a supervised Student Teaching Semester, the following music courses are required:

Historical and Theoretical Courses:

MUS181	Foundations of Music Theory (may be exempt)
MUS182-283	Music Theory I-IV
MUS184-285	Sight Singing/Ear Training I-IV
MUS290	Introduction to Music Literature
MUS380	Ethnomusicology
MUS390-391	Music History I-II
MUS385	Form and Analysis
MUS394	Diction for Singers (voice and piano majors only)
MUS486	Orchestration and Arranging
MUS490	Choral Conducting
MUS491	Instrumental Conducting

Music Education Courses:

MUS292	String Methods
MUS293	Brass Methods
MUS294	Woodwind Methods
MUS295	Percussion Methods
MUS392	Teaching Music in the Elementary Schools
MUS393	Teaching Music in the Secondary Schools

Performance Courses:

Primary Applied Music	7 credits
Secondary Applied Music	2 credits
Music Ensembles	7 credits
Senior Recital	0 credits
Piano Proficiency	0 credits

Bachelor of Science Degree in Music Industry and Recording Technology

The Bachelor of Science degree in Music Industry and Recording Technology is a professional program stressing preparation for careers in audio recording and production, music product sales and distribution, entertainment, music industry, music production for broadcasting, and sound reinforcement.

To be eligible for graduation, students must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.5 or above, satisfy the College's residency requirement and complete all general education requirements of the College. In addition, students majoring in Music Industry and Recording Technology must earn a minimum grade of 205 in all required music courses.

Required Courses in General Music Education:

In addition to the Common Core and the Area Distribution requirements, the following music, audio, music industry and business courses are required (see Check Sheet for specific courses in these areas):

Historical and Theoretical Courses:

MUS181	Foundations of Music Theory (may be exempt)
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MUS182–183	Music Theory I-II
MUS184–185	Sight Singing/Ear Training I-II
MUS286	Jazz History
MUS287	American Popular Music
MUS290	Introduction to Music Literature

Choose two from the following:

MUS288	History of Rock and Roll
MUS380	Ethnomusicology
MUS450/451	Music Industry Internship
MUS498/499	Independent Study

Business, Music Industry and Recording Technology Courses:

MKT200	Principles of Marketing
MGT250	Principles of Management
BUS340	Small Business Ventures
CM221	Introduction to Public Relations
MUS297	Survey of Music Industry
MUS397	Entertainment and Promotion
MUS497	Copyright and Licensing
CM226	Audio Production I
CM336	Audio Production II
CM426	Audio Production

Music Performance Courses:

Primary Applied Music	4 credits
Secondary Applied Music	2 credits (2 credits must be in piano)
Music Ensembles	4 credits

Electives in major: 6 credits

Bachelor of Science Degree in Music

The Bachelor of Arts degree in Music allows students to specialize in music and music performance within the broader context of a liberal arts education.

To be eligible for graduation, students majoring in Music must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.5 or above, satisfy the College's residency requirement and complete the general education requirements of the College. In addition, students majoring in Music must earn a minimum grade of 2.5 in all required music courses.

Required Courses in General Music Education:

In addition to the Common Core and Area Distribution Requirements, the following music courses are required (See Check Sheet for specific courses in these areas):

Historical and Theoretical Courses:

MUS181	Foundations of Music Theory (may be exempt)
MUS182–283	Music Theory I-IV

MUS184-285	Sight Singing/Ear Training I-IV
MUS290	Introduction to Music Literature
MUS390-391	Music History I-II
MUS385	Form and Analysis
MUS394	Diction for Singers (voice and piano majors only)
MUS486	Orchestration and Arranging
MUS490	Choral Conducting
MUS491	Instrumental Conducting

Music Performance Courses:

Primary Applied Music	8 credits
Secondary Applied Music	2 credits
Music Ensembles	8 credits
Piano Proficiency	0 credits
Senior Recital	0 credits

Music Electives: 6 credits

ASSOCIATE DEGREE PROGRAMS

Associate of Arts Degree in Fine Art

The Associate Degree in Fine Art introduces the technical and conceptual skills to individuals preparing for a professional career in the visual arts. The program emphasizes mastering technical processes, understanding the role of cultural history as an influence upon artistic expression, developing verbal and visual communication skills and the importance of creative and original thinking.

Requirements For Graduation:

The student is required to complete a series of foundation courses, which are a common studio experience for all art majors. Foundation courses must be successfully completed by the end of the first semester of sophomore year. Foundation courses teach basic skills, provide a technical foundation on which to build, develop creative and problem-solving skills, and help identify professional and studio interests. The student is also required to participate in the Sophomore Portfolio Review.

To be eligible for graduation, students majoring in Fine Art must complete a minimum of 68 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements. The student is required to earn a 2.0 or better in all major courses.

The required courses for the Associate Degree in Fine Art:

Foundation Courses:

- Design I (ART210)
- Design II (ART211)

Drawing I (ART215)
 Figure Drawing I (ART216)
 Sculpture I (ART230)
 Painting I (ART220)

Area of Fine Art Concentration (6 credits in one of the following areas):

Digital Art (ART134 and 244)
 Drawing (ART265 and 315)
 Figure Drawing (ART266 and 316)
 Illustration (ART223 and 273)
 Painting (ART270, 320)
 Photography (ART245, 295, or 345)
 Sculpture (ART280, 330)

Sophomore Portfolio Review (ART298)

Art History

Survey of Western Art I (ART204)
 Survey of Western Art II (ART205)

Art (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
Design I and II	6
Drawing I and Painting I	6
English Composition (WRT101)	3
Human Communication	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Elective	3
Physical Education	<u>1</u>
	33

<i>Sophomore Year:</i>	<i>Credits</i>
Sculpture I and Figure Drawing I	6
Survey of Western Art I and II	6
Area of Fine Art Concentration	6
Sophomore Portfolio Review/Fine Art	1
Art Elective	3
Writing About Literature (WRT200)	3
Area III Distribution Requirement	3-4
Area V Distribution Requirement	3
Elective	3
Physical Education	<u>1</u>
	35-36

Associate of Arts Degree in Mass Communication

An Associate degree is available in Mass Communication. Associate degree students will receive instruction in theory and skill development necessary for successful application in related work environments.

Requirements For Graduation:

To be eligible for graduation, students majoring in Mass Communication must complete a minimum of 62 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

The required courses for the Associate degree in Mass Communication are:

- Mass Communication (CM211)
- Audio Production I (CM226)
- Video Production I (CM331)
- News Writing and Production (CM340)
- Electronic News Reporting (CM355)
- Media Writing (CM332)
- Radio Practicum (CM132-CM135; must take three 1-credit courses)

Mass Communication (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Radio Practicum	2
Human Communication	3
Information Literacy	2
Area II Distribution Requirement	3
Area I Distribution Requirement	3
Critical Thinking/Problem Solving in Math	3
Area III Distribution Requirement	3-4
Free Elective	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	1
	<hr/> 32-33

<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Radio Practicum	1
Radio Production I	3
Video Production I	3
News Writing Production	3
Electronic News Reporting	3

Media Writing	3
Mass Communication	3
Free Electives	9
Physical Education	<u>1</u>
	32

Associate of Arts Degree in Music

The Associate of Arts Degree with an emphasis in Music allows the student to integrate music studies into a five-semester liberal arts program.

Requirements For Graduation:

To be eligible for graduation, students pursuing an Associate of Arts degree in Music must complete a minimum of 63 credits, achieve a cumulative grade point average of 2.5, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Music must earn a minimum grade of 2.5 in all required music courses.

The required courses for the Associate Degree in Music are:

In addition to the Common Core and the Area Distribution Requirements, the following music courses are required (See Check Sheet for specific courses in these areas):

Historical and Theoretical Courses:

MUS181	Foundations of Music Theory (may be exempt)
MUS182-283	Music Theory I-IV
MUS184-285	Sight Singing/Ear Training I-IV
MUS290	Introduction to Music Literature

Performance Courses:

Primary Applied Music	4 credits
Secondary Applied Music	2 credits
Music Ensemble	4 credits
Piano Proficiency	0 credits

DEPARTMENT MINORS

Art History (18 credits)

The Art History minor requires five courses selected from the following:

ART101	Introduction to Art Appreciation*
ART204	Survey of Western Art I

*Fine Art and Graphic Design majors may NOT apply this course to a minor in art history.

ART205	Survey of Western Art II
ART388	History of Photography
ART389	History of Graphic Design
ART390	Art of the Classical World
ART391	Nineteenth-Century Art
ART393	American Art
ART394	Twentieth-Century Art I
ART395	Twentieth-Century Art II
ART498/ART499	Independent Study

Music Minor (18 credits)

MUS182-183	Music Theory I, II
MUS184-185	Sight Singing and Ear Training I, II
MUS290	Introduction to Music Literature
	Applied Music (2 credits)
	Music Ensemble (2 credits)
	Music Elective (3 credits)

Music Industry Minor (18 credits)

MUS181	Foundations of Music Theory (may be exempt)
MUS297	Survey of Music Industry
MUS397	Entertainment and Promotion
MUS497	Music Copyright and Licensing

Pick 6 additional credits from the following:

MUS200	Music Appreciation
MUS286	Jazz History
MUS287	American Popular Music
MUS288	History of Rock & Roll
MUS291	Introduction to Music Literature for Music Majors

Applied Music: 3 credits

Fine Art (15 credits)

The Fine Art minor requires five courses:

Introduction to Art Appreciation (ART101), Survey of Western Art I (ART204),
OR Survey of Western Art II (ART205)

And any FOUR courses from the following:

ART112	Concepts of Figure Drawing
ART114	Concepts of Painting

ART116	Concepts of Sculpture
ART210	Design I
ART211	Design II
ART215	Drawing I
ART225	Ceramics I
ART245	Photography I
ART275	Ceramics II
ART396	Art Education for Elementary School Teachers
ART397	Art in Recreation: Beyond Arts and Crafts

Photography (15 credits)

The Photography minor requires five courses:

ART210	Design I
ART245	Photography I
ART295	Photo II
ART388	History of Photography

And ONE of the following:

ART246	Digital Photography
ART345	Photography III
ART385	Photography IV

Public Relations (18 credits)

CM206	Communications Theory
CM221	Introduction to Public Relations
CM327	Persuasion
CM421	Public Relations Campaign Strategies
MKT200	Principles of Marketing
MKT330	Advertising

Speech Communication (15 credits)

CM206	Communication Theory
CM327	Persuasion

One course from the following:

CM211	Mass Communication
CM212	Public Speaking
CM329	Interpersonal Communication

Six credits from any speech communication or mass communication course beyond CM104 (may not include more than 3 credits of practicum)

Visual Communication (18 credits)

*The Visual Communication minor requires any six courses from the following:**

ART101	Introduction to Art Appreciation
ART134	Concepts of Computer Graphics
ART210	Design I OR ART134 Visual Communication I
ART211	Design II
ART215	Drawing I
ART245	Photography I
ART246	Digital Photography
ART265	Drawing II

*Graphic Design majors may NOT minor in Visual Communication.



The Department of Nursing offers a baccalaureate degree program which leads to a Bachelor of Science with a major in nursing. High school graduates, transfer students, and students who hold degrees in other disciplines may apply to the program. Special programs are available for registered nurses and licensed practical nurses.

The Department of Nursing also offers a program of study leading to a Master of Science degree. Students select courses leading to a Master's degree as an Adult Clinical Nurse Specialist or a Nursing Education Specialist.

MISSION STATEMENT

The Mission of the Department of Nursing encompasses the following:

- We are committed to providing a high quality academic program which builds on a foundation of general education. The general education is used to facilitate the development of a broadly educated citizen, to support the nursing major and is integrated throughout the program.
- We are committed to a teaching-learning environment characterized by individual attention to students and their learning needs. Classroom and clinical experiences are provided to assist students to utilize critical thinking and communication skills in the application of theory to their professional and personal endeavors.
- Resources are selected to provide a variety of modes for the student to pursue both guided and independent learning. These include, but are not limited to, group and individual practice in the skills lab, access to audio-visual materials in the learning center, and supervised practice in selected clinical sites.
- We are supportive of the college's commitment to acquiring a diverse student body and provide learning experiences which promote cultural awareness.
- We are attentive to community expressed needs by preparing practitioners who are equipped to practice in a changing health care scene.
- We are committed to providing an environment that promotes academic honesty, personal integrity, and the ability to engage in ethical decision making.
- We strive to create a climate that puts emphasis on learning as a life-long endeavor.

GOALS

The goals of the baccalaureate nursing program are to: 1) provide a program that prepares a qualified entry level professional generalist nurse capable of meeting the changing needs of diverse populations in multiple settings; 2) attract and retain a diverse high quality student population, maintaining positive relationships after graduation; 3) attract and retain a highly qualified faculty committed to continued professional development; 4) respond to the community's needs for professional

nursing education; 5) develop educational strategies that build on changing technologies: computerization, telecommunications; 6) support faculty and student leadership and service activities in the community; and 7) provide an education which prepares the student for graduate study in nursing.

DEPARTMENT OF NURSING POLICIES

Progression Policies

Admission to York College of Pennsylvania does not automatically ensure progression to the nursing clinical courses which begin at the second semester of the sophomore level. To enroll in the first clinical course, Basic Principles of Nursing (NUR210), students must have a 2.8 cumulative average and must have completed the following courses with a minimum grade of C 2.0; General Psychology (PSY100), Introduction to Sociology (SOC100), Beg. Princ. Gen./ Org. Chm. (CHM122,123), Biology I (BIO150, BIO151), Human Anatomy and Physiology (BIO220, 221), and Microbiology (BIO230,231), Human Development and Health Care (NUR201), Nutrition in Health Care (NUR202), and the College Common Core Requirements, which includes English Composition (WRT101), Writing About Literature (WRT200), Human Communication (CM104), Information Literacy (IFL101), and Critical Thinking/Problem Solving in Math (MAT111). Anatomy and Physiology (BIO220, BIO221 and BIO222, BIO223) and Microbiology (BIO230, BIO231) must be satisfactorily completed (grade C or better) no more than five years prior to NUR210. Faculty strongly recommend that students take IFL101, Information Literacy, and Human Anatomy and Physiology (BIO222, BIO223) prior to, or concurrently with NUR210.

Only nursing course credits earned in CCNE and/or NLNAC accredited programs will be considered for transfer into the York College of Pennsylvania Nursing program.

To remain in and progress through the Nursing major, a 2.0 or better must be obtained in each required support and nursing course and the student must carry a cumulative average of 2.8. To pass all clinical nursing courses, a student must receive a satisfactory grade of C (2.0) for both the classroom and clinical components of the course. A student who has received less than a C (2.0) in any nursing course will be permitted to repeat the course only one time. A student may fail only one Nursing departmental clinical course. A second failure in any clinical course will result in dismissal from the program. A student may repeat a non-clinical nursing course (including required laboratory science courses) only once. Both theory and clinical courses of each clinical course sequence must be successfully completed prior to taking the next semester's theory and clinical course sequence. All clinical courses must be completed within 12 semesters (6 years from the time the student started the first clinical course NUR210). Students are expected to exhibit personal and professional attributes which are consistent with effective nursing practice. To provide safe and effective nursing care during clinical experiences, students must demonstrate preparation for the experiences as outlined in course syllabi, and must be able to make sound nursing judgments. Students who are not making sound judgments and who

are not providing safe and effective nursing care will be placed on probation and may be asked to withdraw from clinical nursing courses.

When a student is absent from clinical due to illness, provisions will be made for the student to meet the clinical objectives of the course, if possible. This will be dealt with on an individual basis. If a student cannot meet the clinical objectives of the course within the semester, he/she must withdraw and repeat the course in the future.

All students who interrupt the suggested progression of courses for any reason must submit a letter of intent to the Chairperson of the Department of Nursing before they will be eligible to register for any course in the nursing major at a later time. It should be noted that if there is a delay in the completion of required courses, there is no guarantee that degree requirements will remain constant although efforts will be made to accommodate each individual.

The graduates of this program, except registered nurses who are already licensed, will be eligible to take the examination for licensure as a registered nurse in all states.

BACCALAUREATE DEGREE PROGRAM

The baccalaureate program in nursing is approved by the Pennsylvania State Board of Nursing and accredited by the National League for Nursing Accrediting Commission. The nursing major is a highly structured and academically intensive program. It requires motivation, investment of time, and a strong commitment to learning. Desirable professional qualities include aptitude, creativity, self-direction, self-discipline, discretion, integrity, tolerance, flexibility, optimistic outlook, and evidence of good physical and mental health.

Students who are admitted to the nursing major as freshmen without any college credits, and who meet the academic requirements per catalog schedule, are assured of enrollment in clinical nursing courses. For all other students there may be waiting lists for enrollment in clinical courses based on date of matriculation into the nursing major.

The National League for Nursing Accrediting Commission (NLNAC), 61 Broadway, New York, NY 10006, telephone (212) 989-9393 is a resource for information regarding tuition, fees and length of program. This information is provided annually to the NLNAC by the Department of Nursing.

It is a policy of the Pennsylvania State Board of Nursing not to issue a license to an applicant who has been convicted of a felonious act. Persons who have been found guilty of felonious acts as listed in the Prohibitive Offenses contained in Act 13 of 1997 will not be admitted to the program.

Curriculum Objectives

Individuals who have majored in nursing and who are candidates for the Bachelor of Science degree will demonstrate the ability to do the following:

1. Use knowledge from the arts, sciences, humanities, and the discipline of nursing in nursing practice to assist individuals and groups from diverse populations to adapt to changing health states throughout the life span.

2. Provide safe holistic nursing interventions to individuals and groups in a therapeutic manner which acknowledges and accommodates diversity.
3. Teach individuals and groups about health and activities that support a healthful environment.
4. Use leadership skills and ethical principles to foster and advocate for the provision of high quality nursing services to individuals and groups.
5. Utilize critical thinking skills and the nursing research literature in implementing the nursing process in a caring and professional manner.
6. Communicate clearly and concisely both verbally and in writing.
7. Demonstrate competence in the use of technological equipment commonly used to expedite communication in institutions of higher learning and health care agencies.
8. Utilize resources and strategies which support lifelong learning and professional growth.

Appeal Process for Students Denied Progression

The Department of Nursing Scholastic Standards Committee examines academic records of students and determines progression in the nursing program. Students who do not meet the stated criteria and thus are denied progression by the Scholastic Standards Committee may schedule an appointment with the Department of Nursing Appeals Committee to ask for reversal of the decision based on special circumstances. Students are informed in writing of the date for the Appeals Committee meeting prior to the end of each semester. In the letter the student receives from the Department Chairperson denying progression, the student is again informed of the date the Appeals Committee will consider appeals.

Clinical Requirements

All nursing majors are expected to adhere to stated Department of Nursing health policies. These are required by the Pennsylvania State Board of Nursing and the contractual agencies for clinical experiences. Specific health policies are included in the Department of Nursing Student Handbook, which is available in the office of the Department of Nursing.

Before the first clinical nursing course, students are required to have physical and dental examinations, rubella titer, and immunizations. In order to reduce the risk from exposure to the Hepatitis B virus, all students are required to show proof of completion of the series of Hepatitis B vaccinations or sign a form indicating refusal of vaccination. Arrangements can be made to receive the vaccine at York College Health Services. Tuberculin testing and CPR for Professional Healthcare Providers provided by the American Heart Association and/or American Red Cross or equivalent is required and must be valid for the entire academic year. In addition, the student must obtain criminal record clearance from the Pennsylvania State Police and a Child Abuse Clearance from the Pennsylvania Department of Welfare. Students who have not been Pennsylvania residents for two years prior to their first clinical course must also undergo a Federal Bureau of Investigation (FBI) background check. For students who enroll in the first clinical nursing course in the fall semester, all clinical requirements

are due on July 1 for the fall semester and January 5 for the spring semester. Any student who has not submitted the necessary reports to the Nursing Department Office by the due date will be withdrawn from the clinical course. Admission to a clinical course the following semester will depend on availability of space.

Students in all clinical courses must have current Tuberculin testing, CPR certification, Criminal background checks, Child Abuse Clearance, and FBI checks updated yearly and that will not expire during the semester. All clinical requirements are due on July 1 for the fall semester and January 5 for the spring semester. Any student who has not submitted the necessary reports to the Nursing Department Office by the stated due date will be withdrawn from the clinical course. Admission to a clinical course the following semester will depend on availability of space.

Transportation

All students must provide their own transportation to all nursing practice facilities beginning with the sophomore year. Students must abide by agency parking regulations.

Liability Insurance

Liability insurance is required for all students who are enrolled in clinical nursing courses and is payable to the College Business Office.

Uniforms

Uniforms must be worn during planned nursing practice assignments supervised by YCP nursing faculty. Specific uniform policies and requirements are stated in the *Department of Nursing Student Handbook* and are discussed at the beginning of the first clinical nursing course. Students must purchase uniforms and laboratory supplies in preparation for clinical experiences.

Miscellaneous

Costs for the nursing program may include fees for medical insurance, immunizations, the graduate pin, meals at clinical experience, subscriptions to professional journals, parking at some clinical experience sites, textbooks, reference books, and the application for the National Council Licensure Examination—RN (NCLEX-RN). Students are required to take the Health Education Systems Incorporated (HESI) Assessment Test at the end of the final semester.

Bachelor of Science Degree with a Major in Nursing

Requirements For Graduation:

To be eligible for graduation, students majoring in Nursing must complete a minimum of 132 credits, achieve a cumulative grade point average of 2.8, satisfy the college's residency requirements, and complete the General Education requirements of the College.

Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, Nursing majors must achieve a grade of 2.0 in all required courses in the major.

The required courses for the Nursing major are:

PSY100	General Psychology*
SOC100	Introduction to Sociology*
CHM122	Beg.Prin.Gen./Org.Chm
CHM123	Beg.Prin.Gen./Org.Chm Lab
BIO150	Biology I
BIO151	Biology I Lab
BIO220	Anatomy and Physiology I
BIO221	Anatomy and Physiology I Lab
BIO222	Anatomy and Physiology II
BIO223	Anatomy and Physiology II Lab
BIO230	Microbiology
BIO231	Microbiology Lab
BEH260	Statistics
NUR201	Human Development and Health Care
NUR202	Nutrition in Health
NUR210	Basic Principles in Nursing Practice**
NUR211	Basic Principles in Nursing Clinicals
NUR304	Health Assessments for Professional Nursing Practice
NUR307	Nursing Concepts: Chronic Health Problems
NUR308	Nursing Process: Adults with Chronic Health Problems
NUR309	Nursing Practice: Adults with Chronic Health Problems
NUR314	Research and Professional Nursing Practice
NUR317	Nursing Concepts: Parent Child Health
NUR318	Nursing Process: Parent Child Care
NUR319	Nursing Practice: Parent Child Care
NUR407	Nursing Concepts: Acute Health Problems
NUR408	Nursing Process: Adults with Acute Health Problems
NUR409	Nursing Practice: Adults with Acute Health Problems
NUR411	Leadership in Professional Nursing
NUR417	Nursing Concepts: Community Health
NUR418	Nursing Process: Community Health
NUR419	Nursing Practice: Community Health
NUR425	Nursing Concepts: Psychiatric/Mental Health
NUR426	Nursing Process: Psychiatric/Mental Health
NUR427	Nursing Practice: Psychiatric/Mental Health
NUR450	Nursing Practicum
NUR451	Nursing Practicum Clinicals

*Courses also meet the Area Distribution Requirements.

**Note prerequisites stated in narrative.

Nursing (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Critical Thinking/Problem Solving in Math	3
General Psychology	3
Introduction to Sociology	3
Beg.Prin.Gen./Org.Chemistry	4
Biology I	4
Area I Distribution Requirement	3
Human Communication	3
Information Literacy	2
Physical Education	1
Free Elective	<u>3</u>
	32
<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Anatomy and Physiology I and II	8
Microbiology	4
Nutrition	3
Human Development	3
Basic Principles	5
Health Assessments for Professional Nursing Practice	3
Physical Education	<u>1</u>
	36
<i>Junior Year</i>	<i>Credits</i>
Area I Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Concepts: Chronic Health Problems (1st semester)	3
Practice: Adults w/ Chronic Health Problems (1st semester)	5
Statistics	3
Concepts: Parent-Child Health (2nd semester)	3
Practice: Parent-Child Health (2nd semester)	5
Research and Professional Nursing	3
Free Electives	<u>3</u>
	34
<i>Senior Year</i>	<i>Credits</i>
Concepts: Community Health (1st semester)	2
Practice: Community Health (1st semester)	4
Concepts: Psychiatric/Mental Health Nursing (1st semester)	2
Practice: Psychiatric/Mental Health Nursing (1st semester)	4
Concepts: Acute Health Problems (2nd semester)	2

Practice: Adults with Acute Health Problems (2nd semester)	4
Leadership in Professional Nursing (2nd semester)	3
Nursing Practicum (2nd semester)	3
Free Electives	<u>6</u>
	30

Advanced Placement for the Licensed Practical Nurse and the Registered Nurse

Nurses who graduated from a NLNAC-accredited program, hold a Pennsylvania RN or PN license to practice nursing, and meet program admission requirements are eligible for direct articulation into the nursing program. This allows the student to progress without repetition of previously learned knowledge.

Nurses who are eligible for articulation will have the credits posted on their transcripts after they have completed the first clinical nursing course (for the RN, either NUR454 or NUR456; for the LPN, NUR308). The RN will receive credit via articulation for the courses NUR201, NUR202, NUR210, NUR211, NUR307, NUR308, NUR309, NUR317, NUR318, NUR319, NUR425, NUR426, and NUR427. The LPN will receive credit for NUR201, NUR202, and NUR210, and NUR211.

Program of Study for the Licensed Practical Nurse

Licensed practical nurses who are granted advanced placement must maintain a current license issued by the Pennsylvania State Board of Nursing. Licensed practical nurses (LPNs) may earn credit for the sophomore level (200) nursing courses if they have graduated from a NLNAC accredited program. In addition to the required courses, the student must complete:

NUR220 Concepts in Professional Nursing for the Licensed Practical Nurse

Baccalaureate Degree Completion Program for Registered Nurses

The Department of Nursing offers a program that facilitates the progress of the registered nurse student who wishes to obtain the baccalaureate degree. The program offers flexibility, advanced placement credit for NUR201, NUR202, NUR210, NUR211, NUR307, NUR308, NUR309, NUR317, NUR318, NUR319, NUR425, NUR426, and N427, acceptance of transfer courses earned prior to admission, and opportunity to earn Common Core and Area Distribution Requirement credits through CLEP examinations.

The program is presented at York College as well as through telecommunication resources to selected work sites. Student records will be assessed individually for program planning of necessary requirements. Registered nurse licensure in Pennsylvania is required. Students are also required to show evidence of having purchased liability insurance.

Students must complete the following at York College of Pennsylvania:

NUR320	Health Assessment Skills for Professional Nursing Practice/RN
NUR321	Concepts in Professional Nursing for the Registered Nurse
NUR332	Research and Professional Nursing Practice/RN
NUR421	Leadership in Professional Nursing/RN
NUR430	Selected Topics in Health Related Issues
NUR454	Clinical Concepts and Issues for Registered Nurses
NUR455	Clinical Concepts and Issues for Registered Nurses Clinicals
NUR456	Community Health Concepts and Issues for Registered Nurses
NUR457	Community Health Concepts and Issues for Registered Nurses Clinicals

Master of Science in Nursing

The master of science degree program in nursing prepares graduates for advanced practice in the role of adult clinical nurse specialist or nurse educator. The program builds on undergraduate education and is intensive and dynamic. Its aim is to develop advanced knowledge and expertise based on critique and application of theory and research. Recognizing that adult learners have unique needs and abilities, the program provides flexibility in planning course work and requires student initiative in selecting optimal learning experiences to achieve professional goals.

The post-baccalaureate master's degree program offers the opportunity for advanced preparation in the two areas stated above. In addition, the master's program offers the option for registered nurses who do not have the baccalaureate degree with a major in nursing to complete the baccalaureate and master's degree within the RN to MS program.

Admission requirements and detailed program information are available in the Master of Science Degree in Nursing, Academic Graduate Catalog. Catalogs can be obtained from the Admissions Office, Nursing Department Graduate Office, or the Department of Nursing. Information about the program is also available by visiting www.ycp.edu/nursing.

RN-MS Degree Program

The RN-MS program of study is designed for registered nurses who do not have a baccalaureate degree in nursing but possess the academic background, desire, and ability to pursue preparation at the master's level. The curriculum combines elements of the BS program for RNs with the master's program and streamlines progression toward the master's degree.

RN-MS students enter as undergraduate seniors, having earned at least 127 credits including all baccalaureate-level work. Forty-one additional credits are required for a master of science degree. Bachelor's/master's overlap courses account for 6 credits of the total credits required for the Master's program.

Detailed information about the RN-MS program of study and its admission requirements can be found in the Master of Science Degree in Nursing, Academic Graduate Catalog.



DEPARTMENT OF PHYSICAL SCIENCES

Students who pursue one of the majors in the Physical Sciences Department will gain the skills that are increasingly demanded in today's highly technical world. It is the mission of the Physical Sciences Department to prepare students for a career in a scientific and/or technical field by developing their professional fitness, their proficiency with the problem-solving techniques of mathematics and science, and their expertise in using modern equipment and software. In keeping with the mission of the College to prepare students for their professional careers, our major programs also incorporate a variety of *real-world* projects, such as co-ops and internships, with our partners in local industry. The reward for the dedication and hard work required for successful completion of a major in this department is the key to enter the technical/professional world—in business or industry, in education, or further study in graduate school.

The Physical Sciences Department offers programs leading to the Bachelor of Science degree with majors in Chemistry, Clinical Laboratory Science, Computer Science, Engineering Management, Forensic Chemistry, Mathematics, Mechanical Engineering, Secondary Education General Science, and Secondary Education Mathematics. The Clinical Laboratory Science program includes three years of classroom and laboratory instruction followed by one year of hospital clinical study. (A two-year curriculum leading to the Associate of Science degree is offered in Chemistry.)

BACCALAUREATE DEGREE PROGRAMS

Bachelor of Science Degree in Chemistry

The Chemistry Major is designed to prepare students for graduate or professional studies or for employment as a chemist. The program of study follows guidelines outlined by the American Chemical Society.

Requirements For Graduation:

To be eligible for graduation, students majoring in Chemistry must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in chemistry must earn a 2.0 in all major courses.

The courses required for the Chemistry Major are:

Common Core Requirements (17 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4) (fulfills core mathematics requirement)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

Area I:	Fine Arts and Humanities (6)
Area II:	Social and Behavioral Sciences (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (15-16 credits)

Required major courses: (67-68 credits)

CHM134	General Chemistry I*
CHM136	General Chemistry II*
CHM150	Introductory Seminar in Computers for Chemists
CHM152	Introductory Seminar in Chemistry Issues, Ethics, and Experimental Design
PHY110	General Physics (Mechanics and Heat) OR
PHY160	Engineering Physics (Mechanics)
PHY112	General Physics (Electricity and Magnetism) OR
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II
MAT172	Calculus II
MAT271	Calculus III
MAT272	Differential Equations
CHM336	Quantitative Analytical Chemistry
CHM338	Instrumental Analytical Chemistry
CHM344	Physical Chemistry I
CHM346	Physical Chemistry II
CHM444	Inorganic Chemistry
CHM451	Capstone Laboratory Experience
CHM481	Independent Study
PSC474	Physical Science Seminar

One course from the following:

CHM434	Advanced Organic Chemistry
CHM482	Independent Study
CHM498	Chemistry Internship
CHM350/BIO350	Biochemistry

*Fulfill Area III Distribution requirements.

Chemistry (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
General Chemistry I and II	8
Introductory Seminar in Computers for Chemists	1
Physics	8
Calculus I and II	8
English Composition (WRT101)	3
Information Literacy	2
Physical Education	<u>1</u>
	31
<i>Sophomore Year</i>	<i>Credits</i>
Organic Chemistry	8
Introductory Seminar in Chemistry Issues, Ethics, and Experimental Design	1
Calculus III	4
Differential Equations	4
Writing About Literature (WRT200)	3
Area V Distribution Requirements	6
Area I Distribution Requirement	3
Human Communication	3
Physical Education	<u>1</u>
	33
<i>Junior Year</i>	<i>Credits</i>
Physical Chemistry	8
Quantitative Analytical Chemistry	4
Instrumental Analytical Chemistry	4
Capstone Laboratory Experience	1
Area IV Distribution Requirements	6
Area I Distribution Requirement	3
Area II Distribution Requirements	<u>6</u>
	32
<i>Senior Year</i>	<i>Credits</i>
Inorganic Chemistry	3
Physical Sciences Seminar	3
Independent Study	3
Chemistry Elective	3-4
Free Electives	<u>15-16</u>
	27-29

Bachelor of Science Degree in Clinical Laboratory Science

Students pursuing a B.S. in Clinical Laboratory Science complete three years of study at the College followed by a fourth clinical year of study in a hospital program for clinical laboratory science or medical technology .

A clinical laboratory scientist performs tests under the direction of pathologists, physicians or scientists who specialize in clinical chemistry, microbiology, diagnosis of disease, and other biological sciences. Upon attaining the B.S. degree and passing the National Registry Examination, the clinical laboratory scientist is qualified to work in medical laboratories in hospitals or private facilities, research laboratories, industrial laboratories, and in a variety of other laboratory positions.

Students pursuing the Bachelor of Science Degree in Clinical Laboratory Science spend three years at the College followed by a fourth clinical year of study at an approved school of clinical laboratory science or medical technology. During the summer before the junior year, students arrange with the clinical laboratory science coordinator to apply for the senior clinical year. While qualified applicants normally are accepted into a clinical year program, the College cannot guarantee acceptance because there may be an insufficient number of available openings in area programs. However, the College assists students in the application process for clinical placement. Selection criteria used by hospitals for clinical year candidates include student's cumulative GPA, letters of recommendation, personal interviews, and college affiliation. For more details, see Requirements for Graduation which follow.

Should a student elect not to continue in the Clinical Laboratory Science Program or not be admitted to the hospital-based professional program, the student can easily switch to a Biology major. Students not accepted for the clinical year of study may reapply the following year.

The clinical year is normally a twelve-month program beginning in August of a student's senior year. Students will register with the College during the clinical year of study; however, no tuition is remitted to the College. The College financial aid office remains available for assistance to students for paying tuition costs to the Clinical Laboratory Science school. Students are permitted to participate in the formal spring graduation ceremony at the College even though the clinical year program is still in progress.

York College is affiliated with York Hospital, York, PA; Graduate Hospital, Philadelphia, PA; Lancaster General College of Nursing and Health Science, Lancaster, PA.; and WCA Hospital, Jamestown, NY. The programs of study vary somewhat with each hospital. Students may pursue the senior clinical year of study at the affiliate hospitals or NAACLS accredited non-affiliate programs.

Requirements For Graduation:

To be eligible for graduation, students majoring in Clinical Laboratory Science must complete a minimum of 129 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Clinical Laboratory Science must apply to a hospital clinical laboratory science or medical technology school (NAACLS accreditation required) the summer before the junior year, for admission to the senior clinical year program. A minimum 2.5 grade point average is required for eligibility; however, students are encouraged to maintain a 3.0 grade point average in order to

be competitive for admission to the senior year programs. All General Education requirements and all required courses for the major (except CLS401–6) must be completed before the student enters the clinical year.

The courses required for the Clinical Laboratory Science major are:

Common Core Requirements (16 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT120	Applied Calculus (3) (fulfills core mathematics requirement)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

Area I:	Fine Arts and Humanities (6)
Area II:	Social and Behavioral Sciences (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (12 credits)

Required science courses during the three years of study on campus (45 credits):

BIO100	Introduction to Allied Health
BIO150	Biology I
BIO220	Human Anatomy and Physiology I
BIO222	Human Anatomy and Physiology II
BIO230	Microbiology
BIO240	Genetics
BIO354	Immunology
BIO350/CHM350	Biochemistry
CHM134	General Chemistry I
CHM136	General Chemistry II
CHM234	Organic Chemistry I
CHM338	Instrumental Analytical Chemistry

Required courses during the clinical year (32 credits):

CLS401	Clinical Microbiology
CLS402	Clinical Chemistry
CLS403	Clinical Hematology/Coagulation
CLS404	Clinical Immunohematology
CLS405	Clinical Immunology/Serology
CLS406	Clinical Seminar

Clinical Laboratory Science (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Human Communications	3

Information Literacy	2
Introduction to Allied Health	1
Biology I	4
General Chemistry I and II	8
Microbiology	4
Area V Distribution Requirements	3
Area II Distribution Requirements	<u>3</u>
	34

<i>Sophomore Year</i>	<i>Credits</i>
Human Anatomy and Physiology I and II	8
Genetics	4
Organic Chemistry	4
Applied Calculus	3
Physical Education	2
Area IV Distribution Requirements	3
Area V Distribution Requirements	3
Elective	<u>3</u>
	30

<i>Junior Year</i>	<i>Credits</i>
Biochemistry	4
Immunology	4
Instrumental Analytical Chemistry	4
Area I Distribution Requirements	6
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Electives	<u>9</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Clinical year of study in an NAACLS-approved program.	
Credits for individual courses may vary with program.	
The courses include: Clinical Microbiology, Clinical Chemistry,	
Clinical Hematology/Coagulation, Clinical Immunohematology,	
Clinical Immunology/Serology, Clinical Seminar	
	32

Bachelor of Science Degree in Computer Science

York College offers a full spectrum of academic opportunities for students interested in pursuing a career in the fast-growing and ever-changing field of computing. Students may choose to pursue the B.S. degree in Computer Science offered by the Physical Sciences Department, or the B.S. degree in either Information Systems/Development or Information Systems/End User support offered by the Business Department. The major program in Computer Science is designed for those pursuing computing careers in a technical or scientific field, whereas the major programs in Information Systems are oriented toward those pursuing business computing careers.

The Computer Science program is built on guidelines recommended by the Institute of Electrical and Electronic Engineers (IEEE) computer society, Association for Computing Machinery (ACM) and it is also accreditable under the guidelines established by the ABET Computing Accrediting Commission (CAC). Consistent with the mission of the College to help students prepare for their post-graduate careers, the program blends the practical with the theoretical. Expertise and perspective gained from the business side of computing through five required Information Systems courses augment the technical and scientific education gained through the required Computer Science and Physical Science courses. In their final year of study, students put together the technical, theoretical, and practical aspects of the program through industry internships and/or upper level projects and a required senior project.

Requirements For Graduation:

To be eligible for graduation, students majoring in Computer Science must complete a minimum of 126 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Computer Science must achieve a grade of 2.0 in all major requirements. At least four 300–400 level courses and one programming language course must be taken at York College.

The required courses for the Computer Science major are:

Common Core Requirements (17 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

Area I:	Fine Arts and Humanities (6)
Area II:	Social and Behavioral Sciences (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (12 credits)

Science and Mathematics Component (26–28 credits)

PHY160/[PHY162 or PHY260 or PHY262] **OR** CHM134/136 **OR** BIO150/152

Four-credit (fulfills Area III Distribution requirement)

MAT172	Calculus II
MAT235	Discrete Mathematics
MAT272	Differential Equations
MAT350	Probability and Statistics

Computer Science Component (35 credits)

IFS200	Programming and Software Engineering I
IFS201	Programming and Software Engineering II
IFS325	Introduction to Networks
IFS350	Hardware/Software Architectures
IFS410	Data Base Management Systems
CS100	CPADS
CS320	Software Engineering and Design
CS340	Programming Language Design
CS356	Social & Professional Issues in Computing
CS360	Analysis of Algorithms
CS420	Operating Systems
CS481	Senior Software Project I

Computer Science Electives (12 credits)

Four of the following:

IFS335	Advanced Network Design
CS370	Computer Graphics Programming I
MAT470	Numerical Analysis (also CS470)
CS482	Senior Software Project II
CS490	Internship I
CS491	Internship II
CS495-497	Special Topics in Computer Science
MAT391	Cryptology

Computer Science (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
Calculus I	4
ADR III Lab Science	4
CPADS	2
English Composition	3
Area Distribution Requirement	3
Calculus II	4
ADR III Lab Science	4
Introduction to Networks	3
Area Distribution Requirement	3
Information Literacy	<u>2</u>
	32
<i>Sophomore Year</i>	<i>Credits</i>
Discrete Mathematics	3
Area III Lab Science	4
Programming & Software Engineering I	3
Writing About Literature	3
Area Distribution Requirement	3
Differential Equations	4

Hardware/Software Architectures	3
Programming & Software Engineering II	3
Human Communication	3
Area Distribution Requirement	<u>3</u>
	32
<i>Junior Year</i>	<i>Credits</i>
Probability and Statistics	3
Software Engineering and Design	3
CS Elective	3
Free Elective	3
Area Distribution Requirement	3
Physical Education	1
Analysis of Algorithms	3
Programming Language Design	3
CS Elective	3
Free Elective	3
Area Distribution Requirement	<u>3</u>
	32
<i>Senior Year</i>	<i>Credits</i>
Senior Software Project I	3
Operating Systems	3
Data Base Management Systems	3
CS Electives	6
Area Distribution Requirements	6
Social and Professional Issues in Computing	3
Free Electives	<u>6</u>
	30

Bachelor of Science Degree in Engineering Management

The Engineering Management Program has been designed for those students who wish to pursue a career in management with companies involved in technical production and sales.

Requirements For Graduation:

To be eligible for graduation, students majoring in Engineering Management must complete a minimum of 131 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Engineering Management must earn a grade of 2.0 or better in every course in the Engineering component and maintain a 2.0 average in the Management component.

The required courses for the Engineering Management major are:

Common Core Requirements (17 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

Area I:	Fine Arts and Humanities (6)
Area II:	Social and Behavioral Sciences (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (12 credits)

Math/Science Component (18 credits)

MAT172	Analytic Geometry and Calculus II
MAT272	Differential Equations
PHY160	Engineering Physics (Mechanics)
PHY260	Engineering Physics (Electricity and Magnetism)
PHY261	Engineering Physics (Electricity and Magnetism) Lab (Physics courses fulfill Area III Distribution requirement)

Management Component (36 credits)

ACC220	Financial Accounting
ACC225	Managerial Accounting
ECO200	Principles of Economics—Macroeconomics
ECO201	Principles of Economics—Microeconomics
MKT200	Principles of Marketing
MGT250	Principles of Management
FIN300	Managerial Finance I
IFS305	Management Information Systems
BUS330	Human Systems in Organizations
BUS345	Business Law I
MGT350	Operations Management
BUS495	Business Policy

Engineering Component (24–26 credits)

EGR100	EPADS I
ME250	Statics

EGR256	Computer Applications for Engineers
ME264	Strength of Materials
ME265	Materials and Solids Lab
ME280	Electrical Circuits
ME281	Electronic Measurement and Signal Processing
EGR305	Statistical Design & Process Control
ME320	Thermodynamics

Choose one Elective from the Following:

ME260	Materials Science
ME261	Materials Science Lab
ME252	Dynamics
ME340	Mechatronics
ME360	Fluid Mechanics
ME361	Fluid Mechanics Lab
ME480	Independent Study
EGR491	Co-Operative Learning

Engineering Management (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Information Literacy	2
Calculus I and II	8
EPADS I	2
Free Elective	3
Human Communication	3
Area Distribution Requirements	9
Physical Education	1
Area Distribution Requirement	<u>3</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature (WRT200)	3
Engineering Physics	5
Free Elective	3
Differential Equations	4
Computer Applications for Engineers	2
Managerial Accounting	3
Financial Accounting	3
Principles of Economics	6
Area Distribution Requirement	3
Statics	3
Physical Education	<u>1</u>
	36

<i>Junior Year</i>	<i>Credits</i>
Principles of Marketing	3
Principles of Management	3
Managerial Finance	3
Management Information Systems	3
Area Distribution Requirements	6
Free Elective	3
Strength of Materials	3
Materials and Solids Lab	1
Electrical Circuits	3
Engineering Physics	<u>4</u>
	32
 <i>Senior Year</i>	 <i>Credits</i>
Human Systems in Organizations	3
Business Law	3
Operations Management	3
Business Policy	3
Area Distribution Requirements	6
Electric Measurement and Signal Processing	1
Statistical Design and Process Control	3
Thermodynamics	4
Engineering Elective	3–4
Free Electives	<u>3</u>
	32–33

Bachelor of Science Degree in Forensic Chemistry

The Forensic Chemistry major is designed to give students the rigorous scientific and other professional training needed for a forensic laboratory career in law enforcement or related fields and/or to pursue graduate studies in chemistry, forensic science, or law. Program graduates will additionally acquire expertise in scientifically analyzing forensic evidence and in explaining its technical significance in a mock court of law. The Forensic Chemistry degree program follows the guidelines recommended by the Forensic Science Education Programs Accreditation Commission (FEPAC) and by the Technical Working Group for Education and Training in Forensic Sciences (TWGED).

Requirements For Graduation:

To be eligible for graduation, students majoring in Forensic Chemistry must complete a minimum of 126 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

The required courses for the Forensic Chemistry major are:**Common Core Requirements (17 credit hours)**

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4) (fulfills core mathematics requirement)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

Area I:	Fine Arts and Humanities (6)
Area II:	Social and Behavioral Sciences (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (12 credits)**Major requirements: 73 credits, 2.0 required in each course**

CHM134	General Chemistry I*
CHM136	General Chemistry II*
CHM150	Introductory Seminar in Computers for Chemists
CHM152	Introductory Seminar in Chemistry Issues, Ethics, and Experimental Design
BIO150	Biology I
PHY110	General Physics (Mechanics and Heat) OR
PHY160	Engineering Physics (Mechanics)
PHY112	General Physics (Electricity and Magnetism) OR
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II
MAT172	Calculus II
MAT271	Calculus III
MAT272	Differential Equations
CHM336	Quantitative Analytical Chemistry
CHM338	Instrumental Analytical Chemistry
CHM344	Physical Chemistry I
CHM444	Inorganic Chemistry
FCM200	Criminalistics
FCM362	Crime Scene Processing
FCM410	Forensic Body Fluid Analysis
FCM451	Forensic Laboratory Experience
FCM481	Forensic Independent Study OR
FCM490	Forensic Internship

Bachelor of Science Degree in Mathematics

The major in Mathematics is based on the program recommended by the Mathematical Association of America. It is designed to prepare students for either a career

in mathematics or a mathematics-related field, or to continue their studies in graduate school. We encourage undergraduate research experiences and/or industry internships to help our students prepare for their postgraduate careers.

Requirements For Graduation:

To be eligible for graduation, students majoring in Mathematics must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the College's residency requirements, and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Mathematics must maintain a 2.0 average in all major requirements.

The required courses for the Mathematics major are:

Common Core Requirements (17 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

Area I:	Fine Arts and Humanities (6)
Area II:	Social and Behavioral Sciences (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (29 credits)

Required majors courses (54 credits)

MAT172, MAT271	Calculus II and III
MAT230	Exploring Mathematics with the Computer
MAT260	Elementary Linear Algebra
MAT272	Differential Equations
MAT280	Mathematical Structures
MAT361	Abstract Algebra I
MAT371, MAT372	Advanced Calculus I & II
MAT480	Point-Set Topology
MAT495	History of Math
PHY160	Engineering Physics (Mechanics) AND
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound) OR
PHY260	Engineering Physics (Electricity & Magnetism) OR
PHY262	Engineering Physics (Optics and Modern Physics)
	(fulfills Area III General Distribution requirements)

Math Electives: 9 credits from MAT345, MAT350, MAT362, MAT391, MAT440, MAT470, MAT473, MAT477, MAT490, MAT496.

A grade of 2.0 or better is required in all mathematics courses.

Free Electives: 30 credits (May be used to satisfy a minor.)

Mathematics (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101)	3
Writing About Literature (WRT200)	3
Human Communication	3
Information Literacy	2
Calculus I & II	8
Area II Distribution Requirements	6
Area I Distribution Requirement	3
Physical Education	1
Free Electives	<u>3</u>
	29

<i>Sophomore Year</i>	<i>Credits</i>
Calculus III	4
Differential Equations	4
Exploring Math with the Computer	3
Mathematical Structures	3
Elementary Linear Algebra	3
Area I Distribution Requirement	3
Area V Distribution Requirements	6
Area IV Distribution Requirements	6
Physical Education	<u>1</u>
	33

<i>Junior Year</i>	<i>Credits</i>
Advanced Calculus I & II	6
Abstract Algebra I OR Point-Set Topology	3
Mathematics Electives	6
Engineering Physics	8
Free Electives	<u>6</u>
	29

<i>Senior Year</i>	<i>Credits</i>
Point-Set Topology OR Abstract Algebra	3
History of Mathematics	3
Mathematics Electives	6
Free Electives	<u>21</u>
	33

Bachelor of Science Degree in Mechanical Engineering

Engineers are problem solvers. They synthesize ideas, make decisions, design systems, and create solutions to problems, all subject to a diverse set of real-world constraints. In addition to performance factors, these constraints include economic and environmental issues, safety, timeliness, reliability, ethics, aesthetics and social impact. Engineers must understand the implications and interaction of these constraints within the framework of our technology-dependent society.

Mechanical engineering, the broadest of all engineering disciplines, has long played a key role in adapting scientific knowledge to societal needs. In virtually every sector of our economy, mechanical engineers draw upon mathematics and basic science to design machines, processes, and mechanical systems of all types. For example, a mechanical engineer working in the area of thermodynamics and power could become involved in any of the following: the design of reactors, turbines, generators and engines; the development of heating and refrigeration systems using both traditional and nontraditional energy sources; or the design and manufacture of machines used for transportation including land, sea, air, and space.

Mechanical Engineering at York College

Engineering majors at York College participate in a rigorous and relevant program of study in science, mathematics and engineering, as well as general education courses in the arts, humanities, foreign culture, and the behavioral and social sciences. The engineering component of the program, in addition to being academically rigorous, places strong emphasis on the art of engineering design. The curriculum provides for both breadth and depth through required and elective engineering courses in three focus areas or "stems": (1) solid body mechanics and structures, (2) thermo/fluid science, and (3) mechatronics including robotics and computer control of electrically driven mechanical devices.

Career options for York College engineering graduates cover the range from entry-level engineering positions in industry and business to advanced study leading to graduate degrees. A multitude of options exists in industry including product research and development in both the consumer and commercial sectors; materials characterization and engineering; energy production, utilization and management; automation, controls and instrumentation design; and the design and production of advanced manufacturing facilities and equipment. York College engineering graduates may also pursue graduate study in engineering, or other fields such as business, law, or medicine.

The York College Bachelor of Science degree with a major in Mechanical Engineering is a four-year degree program that includes a required component of salaried engineering cooperative work experience (co-op). The program is supported in part by an active partnership of regional industrial and business organizations. This partnership provides financial resources for engineering scholarships and laboratory development, and co-op opportunities for students. It also provides for ongoing interaction with practicing engineers and engineering managers to assure a relevant curriculum of the highest standards.

In addition to co-op, YCP engineering students undergo regular exposure to the profession and practice of engineering. This occurs through client-based course-related design projects as well as through involvement with professional societies including seminars, field trips, dinner meetings, and student-chapter activities such as design competitions.

York College is committed to providing its engineering majors with the highest quality educational experience possible. Our program features small classes and labs taught by engineering faculty, closeness with faculty and fellow students both within and beyond the academic realm, and a rich and open relationship with the non-engineering faculty and student body.

The Mechanical Engineering Program of York College is fully accredited under the most current criteria (EC2000) by the Engineering Accreditation Commission (EAC) of the Accreditation Board for Engineering and Technology (ABET).

Program Mission Statement

In the belief that engineering is both a social and technical profession, the York College Mechanical Engineering major is committed to preparing engineers to practice their profession in the face of challenges—both known and unknown—that are many and diverse. Engineers preparing for work in the coming decades will be required to contend with an ever-increasing pace of change, an explosion of information, and the globalization of economies and technology. They will need an increased awareness of, and ability to deal with, environmental and national priorities, and an understanding of, and appreciation for, the human condition.

In our effort to prepare students to meet these and other challenges for the exciting and unknown road ahead, the Mechanical Engineering major, consistent with its origin and institutional mission, is dedicated to providing its engineering graduates with the knowledge and skills necessary to successfully practice their chosen profession, to pursue graduate study in engineering or other fields, and to inspire a passion for life-long learning.

Policy on Admission to Mechanical Engineering

Students accepted for admission to the major in mechanical engineering at York College will be placed in one of two groups—those fully admitted to engineering and those provisionally admitted to engineering. Traditional freshman students as well as “non-traditional” students who meet all the criteria for admission (see below) will be considered to be fully admitted students as they enter the program.

Criteria for Admission to Mechanical Engineering

Criteria for admission to the Mechanical Engineering major include satisfactory evaluation of the following:

1. High school academic performance including class rank and quality of courses taken
2. Minimum high school (or equivalent) preparation will include
 - a. Three years of laboratory science (physics strongly recommended)

- b. Four years of mathematics normally covering elementary and intermediate algebra, plane geometry and trigonometry
- c. Four years of English
- 3. SAT or ACT scores
- 4. High school recommendations
- 5. Personal qualities and extracurricular record

Transfer Students

Students who have successfully completed (or are in the process of completing) the A.S. degree in Engineering Science at two-year institutions or who wish to transfer to York College from other four-year institutions may apply for admission to study engineering at York College. Transfer applicants must submit a completed application form and official transcripts from each college attended. Admission is considered on a case-by-case basis. Interviews are optional but encouraged.

Requirements For Graduation:

To be eligible for graduation, students majoring in Mechanical Engineering must (i) complete a minimum of 142 credits (including 6 credits of co-op), (ii) achieve a grade of 2.0 or better in courses required for the major, (iii) achieve a cumulative GPA of 2.0 or better, (iv) satisfactorily complete three full semesters of co-op, (v) satisfy the College's residency requirement, and (vi) complete the General Education Requirements of the College.

Co-op begins for all engineering majors during the summer between their sophomore and junior years. To be eligible for co-op, a student must have a GPA of 2.0 or better and have completed a minimum of 64 credit hours of course work.

Curriculum

The curriculum provides a balance of courses in three areas:

- 1. science, mathematics, and basic engineering
- 2. fine arts and humanities, international studies/foreign language, American/western civilization and American government, and the behavioral and social sciences
- 3. professional engineering practice including a significant component of open-ended design problems and three semesters of industry-based co-op

The courses required for the Mechanical Engineering major are:

Common Core Requirements (17 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

- Area I: Fine Arts and Humanities (6)
- Area II: Social and Behavioral Sciences (6)
- Area IV: American/Western Civilization and Government (6)
- Area V: International Studies/Foreign Language (6)

Science and Mathematics Requirements (26 credit hours)

- CHM134 General Chemistry I (3)
- CHM135 General Chemistry I Lab (1)
- PHY160 Engineering Physics (Mechanics) (3)
- PHY260 Engineering Physics (Electricity & Magnetism) (4)
- PHY261 Engineering Physics (Electricity & Magnetism) Lab (1)
- MAT172 Analytic Geometry and Calculus II (4)
- MAT272 Differential Equations (4)
- EGR258 Engineering Mathematics (4)

Engineering Requirements (75 credit hours)

- EGR100 Engineering Practice and Design Studio (EPADS) I (2)
- EGR102 Engineering Practice and Design Studio (EPADS) II (2)
- EGR256 Computer Applications for Engineers (2)
- EGR290 Engineering Career Training Preparation (1)
- EGR305 Statistical Design and Process Control (3)
- EGR400 Senior Design I (3)
- EGR402 Senior Design II (3)
- EGR491 Co-op I (2)
- EGR492 Co-op II (2)
- EGR493 Co-op III (2)
- ME250 Statics (3)
- ME252 Dynamics and Vibration (4)
- ME260 Materials Science (3)
- ME261 Materials Science Laboratory (1)
- ME264 Strength of Materials (3)
- ME265 Materials and Solids Laboratory (1)
- ME280 Electrical Circuits (3)
- ME281 Electronic Measurement and Signal Processing (1)
- ME320 Thermodynamics (4)
- ME340 Mechatronics (4)
- ME360 Fluid Mechanics (3)
- ME361 Thermo/Fluids Laboratory (1)
- ME380 Machine Design (4)
- ME390 Computer Control of Machines and Processes (4)
- ME410 Heat Transfer (3)
- ME411 Thermal System Design (2)
- Three Engineering Electives (9)

Mechanical Engineering (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
<i>Fall</i>	
Calculus I	4
General Chemistry I	4
English Composition (WRT101)	3
EPADS I	2
Information Literacy	2
Area Distribution Requirement	<u>3</u>
	18
<i>Spring</i>	
Calculus II	4
Engineering Physics (Mechanics)	5
Writing About Literature (WRT200)	3
EPADS II	2
Human Communication	3
Physical Education	<u>1</u>
	18
<i>Sophomore Year</i>	<i>Credits</i>
<i>Fall</i>	
Differential Equations	4
Statics	3
Engineering Physics (Electricity and Magnetism)	5
Area Distribution Requirement	3
Computer Applications for Engineers	<u>2</u>
	17
<i>Spring</i>	
Engineering Mathematics	4
Thermodynamics	4
Strength of Materials	3
Materials & Solids Lab	1
Electrical Circuits	3
Electronic Measurement & Signal Processing Lab	1
Engineering Career Seminar	1
Physical Education	<u>1</u>
	18
<i>Summer</i>	<i>Credits</i>
Co-op I	2
<i>Junior Year</i>	<i>Credits</i>
<i>Fall</i>	
Materials Science	3

Materials Science Lab	1
Dynamics and Vibration	4
Mechatronics	4
Area Distribution Requirements	<u>6</u>
	18
<i>Spring</i>	<i>Credits</i>
Co-op II	2
<i>Summer</i>	<i>Credits</i>
Machine Design	4
Fluid Mechanics	3
Thermo/Fluids Lab	1
Statistical Design and Process Control	3
Engineering Elective	<u>3</u>
	14
<i>Senior Year</i>	<i>Credits</i>
<i>Fall</i>	
Co-op III	2
<i>Spring</i>	<i>Credits</i>
Senior Design I	3
Heat Transfer	3
Thermal System Design	2
Computer Control of Machines and Processes	4
Area Distribution Requirements	<u>6</u>
	18
<i>Summer</i>	<i>Credits</i>
Senior Design II	3
Engineering Electives	6
Area Distribution Requirements	<u>6</u>
	15

Engineering Cooperative Work Experience (Co-op)

An engineering cooperative work experience (co-op) is a requirement for all engineering students at York College. Through this program, students have the opportunity to gain practical hands-on experience in industry and other engineering-related enterprises prior to graduation. After their first two years of study, students will alternate academic semesters with paid, professional engineering work experience in industry. Three semesters of co-op are required for graduation. This requirement may be waived for students with a history of qualified engineering work.

The successful co-op experience is based upon the three-way interaction involving the co-op student, the employer-based engineering mentor and the student's faculty advisor. During the student's cooperative education career, this interaction is nurtured and documented through regular meetings with the engineering mentor, on-site visits

by the faculty advisor, written assessments and evaluations by both mentor and advisor, and through the student's co-op report.

Students are free to choose any geographic location for co-op and are encouraged to seek co-op opportunities abroad with U.S.-based companies that carry out international engineering operations. Locally, an organization of over 24 companies (see IAC on following page) advises and supports the development of the mechanical engineering program, and provides co-op employment opportunities for York College engineering students. Students who co-op locally have the option to use York College housing during their co-op periods, during which time standard room charges apply.

Students must register for all three co-ops. If a student performs a semester of co-op work without registering for it, credit cannot be awarded for that co-op.

In addition to helping the student prepare for more sophisticated academic work, co-op provides the student with

1. the opportunity to explore career options in a real-world context,
2. a knowledge of the world of business and work,
3. a better understanding of, and appreciation for, the linkage between coursework and engineering practice, thus contributing positively to the student's attitude toward academic work,
4. the opportunity to develop and enhance interpersonal skills,
5. a salary to help meet college expenses,
6. a better understanding of the engineering profession through early association with practicing engineers,
7. an edge in the job market upon graduation.

Co-op wage scales and benefits are set by individual employers in accordance with current market salaries.

York's Partnership With Industry

Industry Advisory Council (IAC): The mechanical engineering program at York College enjoys a close and active involvement with local industry. An Industry Advisory Council (IAC) helps to support and implement the program at York College. Part of the IAC charter is to provide significant capital resources for engineering laboratory facilities and scholarships, as well as co-op opportunities for York's engineering students.

Members of the IAC include: Adhesives Research; American Hydro; Campbell Operations; Donsco, Inc.; The Engineering Society of York; FCI Electronics; P.H. Glatfelter Company; Harley-Davidson, Inc.; ITT Engineered Valves; Kinsley Construction Co.; LWB Refractories; Magnatech International, L.P.; Metso Minerals; New Standard Corporation; Pall Corporation; The Pfaltzgraff Company; SKF USA, Inc.; Tighe Industries, Inc.; Topflight Corp; Tyco Electronics; United Defense; LP-Ground Systems Division; Voith Siemens Hydro Power Generation, Inc.; Weldon Machine Tool, Inc; and York International Corp.

Industrial Curriculum Advisory Board (ICAB): An outgrowth of the IAC has been the establishment of a small working group of engineers and engineering managers—

active in their fields—who advise the Program Coordinator and help maintain a relevant focus for the engineering program at York College. This group is designated as the Industrial Curriculum Advisory Board (ICAB) and has, as its primary tasks, the responsibility to (i) provide input in carrying out the mission, goals, and objectives of the York College engineering program, (ii) provide input related to curriculum structure, course content, and classroom and laboratory needs for the purpose of maintaining program relevancy and focus, (iii) assist in determining appropriate outcomes (and their measures) required to achieve program objectives, (iv) help assess program outcomes from an industrial point of view and assist with the use of these assessments in the continuous improvement of the program, (v) as needs arise, assume a proactive role in proposing new engineering programs—as well as alternatives to existing ones—for the purpose of both improving and expanding the base of engineering and engineering education in the York region.

Engineering Facilities

Engineering programs are facility intensive. Engineering students are continually involved in some aspect of hands-on laboratory and/or design project activity. Modern engineering laboratory equipment, computational facilities, and design-project work areas have been provided to meet individual course and laboratory needs. The goal is to provide our engineering students with access to state-of-the-art equipment and machines. The laboratory areas include the following: Design Project, Computer/CAD, Machine Tool and Materials Processing, Materials Science and Engineering, Solid Body Mechanics, Electronic Measurement and Signal Processing, Thermodynamics/Fluid Mechanics/Heat Transfer, Mechatronics, and Systems/Controls/Robotics.

Bachelor of Science Degree in Secondary Education—General Science

This program is designed to prepare students for a career teaching science in the middle school. Teaching certification is offered through the Department of Education (see page 186 for a complete description of certification requirements).

Requirements For Graduation:

To be eligible for graduation, students majoring in Secondary Education-General Science must complete a minimum of 125 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, students majoring in Secondary Education-General Science must maintain a 2.8 grade point average in all major requirements. Students in Secondary Education should carefully review the information in the Department of Education section of this chapter for a complete description of certification and degree requirements.

Required Courses in Secondary Education—General Science

Common Core Requirements (16 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT111	Critical Thinking and Problem Solving (3)
	Physical Education (2)

Area Distribution Requirements (18 credit hours)

Area I:	Fine Arts and Humanities (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (12–14 credits)

Discipline Certification Requirements (32–35 credits):²

CHM134/CHM135	General Chemistry I
CHM136/CHM137	General Chemistry II
PHY110/PHY111	General Physics I <u>AND</u>
PHY112/PHY113	General Physics II <u>OR</u>
PHY160	Engineering Physics (Mechanics) <u>AND</u>
PHY162/PHY163	Engineering Physics (Heat, Thermodynamics, and Sound) II
ESS152/ESS153	Earth/Space Science
BIO150/BIO151	Biology I
G243	Introduction to Geography
IFS105	Personal Productivity Computing <u>OR</u>
IFS275	Information System Technology <u>OR</u>
MAT230	Exploring Mathematics with the Computer

One of the following:

MAT171	Calculus I
MAT172	Calculus II
MAT250	Elements of Statistics
MAT260	Elementary Linear Algebra
MAT271	Calculus III

Specialization Courses (6 to 10 credits required from one of the following areas):²

Biology

BIO120/BIO121	Field Natural History
BIO124/BIO125	Introduction to Oceanography
BIO152/BIO153	Biology II ¹
BIO210/BIO211	Marine Biology
BIO212/BIO213	Environmental Biology
BIO220/BIO221	Human Anatomy and Physiology I

BIO222/BIO223	Human Anatomy and Physiology II
BIO240/BIO241	Genetics ¹
BIO302/BIO303	Zoology
BIO304/BIO305	Botany
BIO308/BIO309	Animal Physiology
BIO330/BIO331	Biology of Microorganisms
BIO370/BIO371	Evolutionary Biology

Chemistry

CHM102/CHM103	Chemistry and Society
CHM234/CHM235	Organic Chemistry I
CHM236/CHM237	Organic Chemistry II
CHM336/CHM337	Quantitative Analytical Chemistry
CHM338/CHM339	Instrumental Analytical Chemistry
CHM344/CHM345	Physical Chemistry I
CHM346/CHM347	Physical Chemistry II

Physics

ME250	Statics
ME252	Dynamics
ME264	Strength of Materials
PHY160	Engineering Physics (Mechanics)
PHY162/PHY163	Engineering Physics (Heat, Thermodynamics, and Sound)
PHY262	Engineering Physics IV
(MAT171 and MAT172 are required with the Physics option)	

Professional Preparation Courses² (39 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
PSY361	Psychology of Teaching/Sec. Ed.
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Secondary School Experience
SE351	Teaching Strategies
SE354	Teaching General Science Reading Test Skills OR
SE356	Reading in the Content Areas OR
SE360	Reading/Writing Across the Curriculum

Professional Semester^{2,4}

ED404	Student Teaching OR
ED405	Focused Studies ⁵ OR
SE412	Practicum in Student Teaching
SE413	Selected Topics

Notations:

¹Satisfies Area Distribution Requirements.²Grade earned must be a 2.0 (C) or better. This includes *all* courses in field of major study.

³SE402–Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.

⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.

⁵Taken as an option to ED404 by students seeking the degree without certification.

Secondary Education–General Science (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Area IV Distribution Requirements	6
Mathematics	3–4
Information Literacy	2
Introduction to Sociology OR General Psychology	3
Area V Distribution Requirements	6
Human Communication	3
Physical Education	<u>2</u>
	31–32

<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology OR General Psychology	3
Introduction to American Education	3
Psychology of Teaching/Sec. Ed.	3
Area I Distribution Requirements	6
Area of Specialization	6–8
Free Electives	<u>12</u>
	33–35

<i>Junior Year</i>	<i>Credits</i>
Free Elective	2
General Chemistry I & II	8
Earth and Space Science	3
Biology I	4
Introduction to Geography	3
IFS105 or IFS275 or MAT230	3
Instructional Technology	3
Secondary School Experience	3
Teaching Strategies	<u>3</u>
	32

<i>Senior Year</i>	<i>Credits</i>
Teaching Gen. Science	3
General Physics or Eng. Physics	8
Free Electives	4
Legal Issues in Education*	2

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Professional Semester (A 3.0 GPA, or greater, required)	
Student Teaching ED404 OR	
Focused Studies ED405	
Practicum in Student Teaching SE412	
Selected Topics in Education SE413	
Teaching Exceptional/Multicultural Students SE414	<u>12</u>
	29
TOTAL	125

Bachelor of Science Degree in Secondary Education–Mathematics

This program is designed to prepare students for a career in teaching mathematics in a middle school, junior high or high school. Teaching certification is offered through the Department of Education (see page 189 for a complete description of certification requirements).

Requirements For Graduation:

To be eligible for graduation, students majoring in Secondary Education–Mathematics must complete a minimum of 128 credits, achieve a cumulative grade point average of 3.0 or above, and complete the General Education Requirements of the College. Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in WRT100 may not be applied to degree requirements.

In addition, Secondary Education–Mathematics majors must maintain a 3.0 grade point average in all major requirements. Students in Secondary Education should carefully review the information in the Department of Education section of this chapter for a complete description of certification and degree requirements.

Required Courses in Secondary Education–Mathematics

Common Core Requirements (17 credit hours)

WRT101	English Composition (3)
WRT200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4)
	Physical Education (2)

Area Distribution Requirements (18 credit hours)

Area I:	Fine Arts and Humanities (6)
Area IV:	American/Western Civilization and Government (6)
Area V:	International Studies/Foreign Language (6)

Free Electives (12 credits)

Discipline Certification Requirements (41–43 credits):²

MAT172	Analytical Geometry and Calculus II
MAT230	Exploring Math with the Computer

MAT250	Elementary Statistics
MAT260	Elementary Linear Algebra
MAT271	Analytical Geometry and Calculus III
MAT272	Differential Equations
MAT280	Mathematical Structures
MAT345	Modern Geometry
MAT355	Math Standards ⁶
MAT390	History of Mathematics
Mathematics Elective ² (3 credits from one of the following: MAT350, MAT361, MAT371, MAT440, MAT470, MAT473, MAT477, MAT480, MAT490, MAT496)	

Any two of the following science sequences: BIO150–152 OR CHM134–136 OR PHY160 AND either PHY162, PHY260, OR PHY262. (fulfills Area III General Distribution requirement)

Professional Preparation Courses² (40 credits)

PSY100	General Psychology ¹
SOC100	Introduction to Sociology ¹
PSY361	Psychology of Teaching/Sec. Ed.
ED200	Instructional Technology
ED221	Introduction to American Education
SE402	Legal Issues in Education ³
SE350	Secondary School Experience
SE351	Teaching Strategies
SE355	Teaching Mathematics
SE360	Teaching Reading and Writing

Professional Semester^{2,4}

ED404	Student Teaching OR
ED405	Focused Studies ⁵
SE412	Practicum in Student Teaching
SE413	Selected Topics in Education

Notations:

¹Satisfies Area Distribution Requirements

²Grade earned must be a 2.0 or better. This includes all courses in field of major study.

³SE402–Legal Issues in Education must be scheduled the term immediately prior to the Professional Semester.

⁴Students are required to have earned a cumulative grade point average of 3.0 before admittance into the Professional Semester.

⁵Taken as an option to ED404 by students seeking the degree without certification.

⁶Must be taken concurrently with SE355.

Secondary Education–Mathematics (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
Calculus I and II	8

Information Literacy	2
Human Communication	3
General Psychology	3
Introduction to Sociology	3
Area I Distribution Requirements	6
Physical Education	1
Introduction to American Education	3
Free Elective	<u>3</u>
	35

<i>Sophomore Year</i>	<i>Credits</i>
Instructional Technology	3
Psychology of Teaching/Sec. Ed.	3
Calculus III	4
Differential Equations	4
Exploring Mathematics with Computers	3
Elementary Linear Algebra	3
BIO150–152 OR CHM134–136 OR PHY160 AND either PHY162, PHY260, PHY262	8
Physical Education	1
Teaching Reading and Writing	1
Free Elective	<u>3</u>
	33

<i>Junior Year</i>	<i>Credits</i>
Statistics	3
Mathematical Structures	3
Modern Geometry	3
Secondary School Experience	3
Secondary Teaching Strategies	3
Area IV Distribution Requirements	6
Area V Distribution Requirements	6
Area I Distribution Requirements	3
Free Elective	<u>3</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Legal Issues in Education*	2
Teaching Mathematics	3
Math Standards	1
History of Mathematics	3
Mathematics Elective	3
Free Electives	3

*Legal Issues in Education must be taken the semester prior to the Professional Semester.

Professional Semester (A 3.0 GPA, or greater, required)

Student Teaching OR	ED404	
Focused Studies OR	ED405	8
Practicum in Student Teaching	SE412	1
Selected Topics	SE413	1
Teaching Exceptional/Multicultural Students	SE414	<u>2</u>
		27

ASSOCIATE DEGREE PROGRAMS

Associate of Science Degree in Chemistry

Requirements For Graduation:

To be eligible for graduation, students must complete a minimum of 68 credits. Students must earn a grade of 2.0 (C) or higher in all courses required in the major. In addition, students must maintain a 2.0 or higher cumulative GPA, and satisfy the residence requirements of the College, and complete General Education Requirements.

The courses required for the AS Degree in Chemistry are:

CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics (Mechanics and Heat) OR
PHY160	Engineering Physics (Mechanics)
PHY112	General Physics (Electricity and Magnetism) OR
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II
CHM336	Quantitative Analytical Chemistry OR
CHM338	Instrumental Analytical Chemistry
6–8 Cr. of Mathematics (MAT102 and MAT105 are not acceptable.)	

Chemistry (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (WRT101 and WRT200)	6
General Chemistry	8
General Physics	8
Critical Thinking/Problem Solving in Math OR Calculus I	3–4
Area I Distribution Requirement	3
Information Literacy	2
Free Electives	3
Physical Education	<u>1</u>
	34–35

<i>Sophomore Year:</i>	<i>Credits</i>
Mathematics	3
Organic Chemistry	8
Analytical Chemistry (Instrumental or Quantitative)	4
Area II Distribution Requirement	3
Area V Distribution Requirement	3
Area IV Distribution Requirement	3
Human Communication	3
Mathematics	3
Free Electives	3
Physical Education	<u>1</u>
	34

DEPARTMENTAL MINORS

Minor in Chemistry

The minor in Chemistry provides a foundation in general chemical principles, organic chemistry, and analytical chemistry. The Chemistry minor complements many majors, enhancing career opportunities in education, business, and industry.

Requirements of the Chemistry Minor:

CHM134/136	General Chemistry I & II
CHM234/236	Organic Chemistry I & II

One course from:

CHM336	Quantitative Analytical Chemistry OR
CHM338	Instrumental Analytical Chemistry

Minor in Computer Science

The Computer Science minor is designed to augment the skills of students majoring in chemistry, mathematics, as well as those students outside of the Physical Sciences Department with inclination and strength in this area. Students can greatly broaden their post-graduate horizons through this minor, by adding computing facility to the proficiencies gained through their major program.

Requirements of the Computer Science Minor:

IFS200	Introduction to Programming and Software Engineering I
IFS201	Introduction to Programming and Software Engineering II
MAT171	Calculus I OR
MAT120	Applied Calculus

One of the following courses:

IFS240	Visual Programming
IFS260	Web-based Systems Development

IFS350	Hardware/Software Architectures
IFS460	Data Base Management Systems

Two of the following courses:

CS320	Software Engineering and Design
CS340	Programming Language Design
CS360	Analysis of Algorithms
CS460	Operating Systems
CS481	Senior Software Project I
CS490	Computer Science Internship

Minor in Mathematics:

Required courses for the Minor:

MAT171/MAT172	Calculus I and II
MAT272	Differential Equations
MAT235	Discrete Mathematics OR
MAT280	Mathematical Structures

One course selected from the following:

MAT260	Elementary Linear Algebra
MAT271	Calculus III
MAT345	Modern Geometry
MAT361/MAT362	Abstract Algebra I OR II
MAT371/MAT372	Advanced Calculus I OR II
MAT470	Numerical Analysis

Minor in Physics:

The minor in Physics gives students the opportunity to explore and understand the physical laws which play an important role in nature and everyday life. Thus, the students will be able to appreciate these laws and apply them to their advantage in day-to-day activities.

Requirements for the Physics Minor:

PHY160	Engineering Physics (Mechanics)
PHY162	Engineering Physics (Heat, Thermodynamics and Sound)
PHY260	Engineering Physics (Electricity and Magnetism)
PHY262	Engineering Physics (Optics and Modern Physics)
ME250	Statics OR
ME252	Dynamics and Vibration



INTERDISCIPLINARY PROGRAMS

BACCALAUREATE DEGREE WITH A SELF-DESIGNED MAJOR

The Self-Designed Major allows York College students to construct an individualized program of study using existing courses offered by one or more academic departments. A student interested in pursuing such an option must have a 3.0 grade point average, and two faculty members representing the disciplines included in the proposed major must agree to serve as Self-Designed Major advisors. Finally, students must prepare a proposal for their plan of study which defines the title of their intended major, lists the courses which he or she plans to include in their program, and provides a rationale for the development of their self-designed major.

Since the early planning stages of the self-designed major are especially important for both the student and advisor, students should be encouraged to construct a plan as early in their academic careers as possible. The proposal for the self-designed major must be approved by both advisors. Then, at any time prior to the completion of 59 credits, the student must submit the proposal to the Curriculum Committee for review and action. Changes in approved self-designed major programs must be endorsed by both advisors and approved by the Curriculum Committee. Under normal circumstances, courses used to construct a Self-Designed major may not be simultaneously used to complete other college majors or minors.

Requirements For Graduation:

To be eligible for graduation, students must complete a minimum of 124 credits, complete the General Education Requirements of the College, satisfy the College's residency requirement, and earn a cumulative grade point average of 2.0 or higher.

Required Courses for the Self-Designed Major:

The required courses for each student's Self-Designed Major must be approved by the Curriculum Committee following endorsement by the student's advisors. A minimum of 39 credits within the major selected from at least two academic disciplines, must be included. This coursework must include a minimum of 18 credits at the 300 level or above, and at least 15 credits of coursework must be completed in each discipline represented in the major. No more than six credits of independent study or internship may be completed as part of the requirements for the major.

PEACE STUDIES MINOR

- | | |
|--------|--------------------------------------|
| SOC215 | Law and Society |
| PS302 | International Relations |
| PHL343 | Ethical Issues in Peace and Conflict |

One course from each of the following categories:

Behavioral Science:

- | | |
|--------|-----------------------|
| ANT220 | Cultural Anthropology |
| SOC330 | Sociology of Religion |

History and Political Science:

G243	Introduction to Geography
PS260	Comparative Politics
PS360	Political Theory
H429	War and Peace: The American Diplomatic Experience

Humanities:

REL265	Living Religions
PHL341	Ethics

WOMEN'S AND GENDER STUDIES MINOR

The Women's and Gender Studies Minor introduces students to the concept of gender as an organizing principle of cultural experience. Through interdisciplinary study, students will understand gender as a key factor that drives both continuity and change in our culture. Courses in this minor explore the implications of gender and gender roles in both Western and non-Western societies.

Study of the ways in which gender shapes human consciousness and determines the social, political, and cultural organization of society will stimulate both students' intellectual growth and their personal awareness of how gender affects their world.

For career-oriented students, this minor will enhance their sensitivity to those issues of gender (such as sex discrimination, sexual harassment, equal pay for comparable work, family leave) that have become increasingly prevalent in today's work world.

The Women's and Gender Studies Minor is housed in the English and Humanities Department at York College.

Requirements for the Women's and Gender Studies Minor:

For this minor, students are required to take the foundation course, Introduction to Women's and Gender Studies, and five additional electives. Internship or independent study is strongly recommended, to be carried out according to College guidelines. Special topics courses offered by departments also often qualify for Women's and Gender Studies credit.

Courses for qualifying for Women's and Gender Studies minor credit:

BIO102/WGS102	Human Sexuality
WGS200	Introduction to Women's and Gender Studies
WGS210	Women's Health
SOC225/WGS225	The Family
CJA303/WGS303	Gender and Crime
H340/WGS340	Women and War
H342/WGS342	Women in the United States: A History
LIT344/WGS344	Love and Sex in Literature
PHL380/WGS380	Feminist Thought
REL381/WGS381	Women and Religion
LIT382/WGS382	Women in Literature
WGS450/WGS451	Women's and Gender Studies Internship
WGS498/WGS499	Independent Study



COURSE DESCRIPTIONS

ACCOUNTING (ACC) 303
ANTHROPOLOGY (ANT) 304
ART (ART) 305
BEHAVIORAL SCIENCES (BEH) 315
BIOLOGICAL SCIENCE (BIO) 315
BUSINESS ADMINISTRATION COURSES (BUS) 322
CHEMISTRY (CHM) 323
COMPUTER SCIENCE (CS) 326
CLINICAL LABORATORY SCIENCE (CLS) 328
COMMUNICATION (CM) 329
CRIMINAL JUSTICE (CJA) 334
EARTH/SPACE SCIENCE (ESS) 338
ECONOMICS (ECO) 339
EDUCATION (ELEMENTARY, SECONDARY, SPECIAL) 340
ENGINEERING (EGR)/(ME) 347
FILM (FLM) 354
FINANCE (FIN) 355
GEOGRAPHY (G) 356
GERONTOLOGY (GER) 357
HEALTHCARE CODING (HCC) 358
HISTORY (H) 359
HUMANITIES (HUM) 364
INFORMATION LITERACY (IFL) 365
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INTERNATIONAL BUSINESS (IBS) 369
INTERNATIONAL STUDIES (INT) 369
LANGUAGES 369
LITERATURE (LIT) 376
LONG-TERM CARE ADMINISTRATION (LTC) 379
MANAGEMENT (MGT) 380
MARKETING (MKT) 383
MATHEMATICS (MAT) 385
MUSIC (MUS) 389
NUCLEAR MEDICINE TECHNOLOGY (NM) 397
NURSING (N) 398
ORGANIZATIONAL BEHAVIOR AND DEVELOPMENT (OBD) 402
PHILOSOPHY (PHL) 403
PHYSICAL EDUCATION (PE) 405
PHYSICAL SCIENCE (PSC) 408
PHYSICS (PHY) 408
POLITICAL SCIENCE (PS) 409
PREMEDICAL STUDIES (PMD) 413
PSYCHOLOGY (PSY) 414
QUANTITATIVE BUSINESS (QBA) 418
RECREATION AND LEISURE ADMINISTRATION (REC) 419
RELIGIOUS STUDIES (REL) 421
RESPIRATORY CARE (RT) 422
SOCIOLOGY (SOC) 425
SPEECH (CM) 428
SPORT MANAGEMENT (SPM) 428
THEATRE (THE) 431
WOMEN'S AND GENDER STUDIES (WGS) 432
WRITING (WRT) 433



COURSE DESCRIPTIONS

ACCOUNTING

ACC220 Financial Accounting

Fall–Spring Semesters

An introduction to the basic concepts, principles, and practices of accounting. Subjects covered include preparing, analyzing and using financial statements, accounting for partnerships and corporations, accounting for long-term assets and long-term debt.

3 credit hours.

ACC225 Managerial Accounting

Fall–Spring Semesters

Basic managerial accounting principles and concepts are studied. Subjects covered include accounting techniques such as planning, control and motivating tools; using accounting data for decision making and performance evaluation. Prerequisite: Completion of ACC220 with a grade of 2 or better.

3 credit hours.

ACC305 Taxation I

Fall Semester

An introduction to Federal Income taxation of individuals. Topics include inclusions and exclusions from gross income, capital gains and losses, business deductions, itemized deduction, depreciation and cost recovery, and nontaxable property transactions. Both tax planning and tax preparation are stressed. Prerequisite: Completion of ACC220 with a grade of 2 or better.

3 credit hours.

ACC320 Intermediate Accounting I

Fall–Spring Semesters

Study of the development of accounting principles and professional practice, statement of income and retained earnings, balance sheet, applications of present and future values, cash and short-term investments, receivables, inventories, current liabilities and contingencies. Completion of ACC220 with a grade of 2 or better.

3 credit hours.

ACC325 Intermediate Accounting II

Spring Semester

Topics included: Acquisition and disposal of plant assets, depreciation and depletion, intangible assets, long-term investments, long-term debt, stockholders equity, stock rights, warrants, options, convertible securities, treasury stock, earnings per share. Prerequisite: Completion of ACC320 with a grade of 2 or better.

3 credit hours.

ACC330 Intermediate Accounting III

Fall Semester

Topics included: pension plans, leases, income taxes, accounting changes, statement of changes in financial position, analysis of financial statements, accounting for inflation, full disclosure in financial reporting, review of the latest FASB Statements and Interpretations. Prerequisite: Completion of ACC325 with a grade of 2 or better.

3 credit hours.

ACC375 Advanced Managerial Accounting

A further study of Cost Accounting and its use as a tool of management. The course stresses the analysis and presentation of accounting data for use by management in decision making and planning. Subject area includes cost allocation, inventory planning and control, joint-product costing, by-product costs, cost behavior patterns, and sales and production mix. Prerequisite: Completion of ACC225 with a grade of 2 or better.

3 credit hours.

ACC395 Taxation II

A study of the Internal Revenue Code, IRS Regulations & U.S. court decisions as they relate to corporations, partnerships, trusts, gifts and estates. Tax planning and the effect of the tax law on business decisions is emphasized. Research will be required to demonstrate student's ability to

research current tax issues and present same in a written report. Prerequisite: Completion of ACC305 with a grade of 2 or better.

3 credit hours.

ACC410 Auditing

Spring Semester

A study of audit principles and current procedures, including special techniques in the prevention and detection of fraud, preparation of audit reports and working papers, and internal audit methods. Special attention is given to ADP audit procedures, preparation of audit programs, and AICPA requirements with respect to certification. This is a writing/communication intensive course. Prerequisite: Completion of ACC325 with a grade of 2 or better.

3 credit hours.

ACC415 International Accounting

Study of the diversity that exists in accounting reporting and disclosure practices in different countries, the reasons for accounting diversity, and the problems/challenges created by accounting diversity for multinational enterprises, international investors, and regulators. Special emphasis is given to the comparison between U.S. standards (U.S. GAAP) and other countries' standards in measurement, reporting, and disclosing economic events. Prerequisite: Completion of ACC325 with a grade of 2 or better.

3 credit hours.

ANTHROPOLOGY

ANT210 Introduction to Physical Anthropology

Fall Semester

This course surveys the principles and findings of the field of human paleontology, physical anthropology, and archeological methods. It includes the study of evolution, fossil forms, and primates.

3 credit hours.

ANT220 Cultural Anthropology

Spring Semester

This course focuses on culture and human behaviors in the context of culture. It examines ma-

ACC420 Advanced Accounting

Spring Semester

A continuing in depth study of accounting principles and current concepts in which theory and practice are reconciled. Subjects include business combinations and consolidations. Prerequisite: Completion of ACC325 with a grade of 2 or better.

3 credit hours.

ACC425 Special Topics in Accounting

A continuing in-depth study of accounting principles and current concepts. Subjects included are consolidations, special problems, governmental units, non-profit organizations, multinational enterprises, and fiduciaries. Prerequisite: Completion of ACC325 with a grade of 2 or better.

3 credit hours.

ACC490,ACC491 Accounting Internship

Fall-Spring Semesters

Planned and supervised work experience at selected cooperating firms. Internships require students to meet periodically with a faculty supervisor, provide a written deliverable and participate in an end of internship evaluation. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be Pass/Fail.

3 credit hours each semester.

for cultural systems, including language, religious, economic, political, and kinship systems. Emphasis is placed on the student's ability to understand and apply basic anthropological concepts and theories. Prerequisite: SOC100.

3 credit hours. Satisfies ADR II.

ANT230 Archeology

Fall-Spring Semesters

In this course, students will use a variety of approaches to learn about archeology. The course provides information about theories, methods, and practice of this field of study. Through lecture,

computer simulation, and visits to archeology sites/museums, students will be able to explore some of the major areas of archeological research. Prerequisite: ANT210.

3 credit hours.

ANT300 Food and Culture

Spring Semester

This advanced Anthropology course is a two-part study of food and culture. Part One concentrates on an anthropological investigation of food and its relationship to culture. The theoretical approach used in this section is based on systems analysis, looking at each major cultural system, and how food relates to them. Part Two will be student-led review of 4 to 5 cultural cuisines. The goals for this part of the course will be for students to investigate different cultures and their foods while applying the theoretical perspectives and analysis techniques previously learned. Prerequisite: ANT 220 or permission of instructor.

3 credit hours. Satisfies ADR II.

ANT310 Advanced Physical Anthropology: Human Paleontology

Spring, even-numbered years

A study of procedures and techniques used by physical anthropologists and archaeologists in excavating, analyzing and interpreting human skeletal remains. Emphasis will be placed on student work with human skeletal remains in a laboratory setting. Prerequisite: ANT210.

3 credit hours.

ANT325 Culture and Personality

Fall, odd-numbered years

Culture and Personality studies how culture affects the individual's personality. Theoretically oriented,

this course reviews cross-cultural practices of child rearing, roles, deviance, and mental health issues. Prerequisite: ANT220, SOC100 or permission of instructor.

3 credit hours.

ANT350 Anthropology of Aging

Fall, odd-numbered years

This course provides a cross-cultural perspective on aging experiences. It explores attitudes towards and treatment of older people in many different culture. Patterns of cultural behaviors are studied which may increase life satisfaction for the elderly.

3 credit hours.

ANT390, ANT391, ANT392 Selected Topics in Cultural Anthropology

Fall, even-numbered years

The central emphasis in this course will be on the topics of environment, material culture, world view, and religion. In addition to these regularly presented topics, cultural anthropology subjects of interest to both the professor and students will be discussed in seminar presentations. Prerequisite: SOC100.

3 credit hours.

ANT498, ANT499 Independent Study

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1-3 credit hours each semester.

ART

ART101 Introduction to Art Appreciation

Fall-Spring-Summer Semesters

Designed for non-art majors, this course is an introduction to the visual arts and explores the nature of art and the mechanisms of creativity, the

materials and methods of making art, the purpose of art in various cultures both ancient and contemporary, and the significance of visual literacy in today's world.

3 credit hours. Satisfies ADR I.

ART112 Concepts of Figure Drawing*Fall-Spring Semesters*

This course introduces the non-art major to life drawing, focusing on the human figure and the development of the students' technical and observational skills. Students are taught the fundamentals of human structural form and anatomy, basic design and composition principles, and the use of various tools, materials, and methods used to draw the human figure. The significance of figural representation as cultural expression is also discussed. Classes consist of lectures, demonstrations, studio work, and individual and group critiques.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART114 Concepts of Painting*Fall-Spring Semesters*

This course introduces the non-art major to the basic concepts of painting and includes an overview of studio practices and methods. Topics include an introduction to the methods, materials, and techniques for painting. This course requires that students consider their own artistic techniques within the historical context of painting. Classes consist of lectures, demonstrations, studio work, and individual and group critiques.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART116 Concepts of Sculpture*Fall-Spring Semesters*

This course offers an introductory studio experience in sculpture for non-art majors, providing the student with a basic understanding of the methods, materials, and techniques for working in three-dimensional media. The student will also consider his or her own artistic styles and historical movements. Classes consist of lectures, demonstrations, studio work, and individual and group critiques.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART134 Concepts of Computer Graphics*Fall-Spring-Summer Semesters*

An introductory-level course which familiarizes

the non-Fine Arts or non-Graphic Design major with techniques, software, and equipment used to create, process, and display computer-generated graphics and images. The course also presents basic strategies for effective visual communication using digital methods.

3 credit hours.

5 lecture and studio periods.

ART135 Visual Communication I*Fall Semester*

This course is an introduction to the fundamentals of design from a distinctively Graphic Design point of view. Students explore the design elements and principles as well as the manipulation of graphic space and visual organization through hands-on studio work.

3 credit hours.

5 lecture and studio periods.

ART136 Visual Communication II*Spring Semester*

This course continues the foundation created for Graphic Design in Viscom I through the study of the different processes of concept development and how they relate to solution execution. These processes, combined with more complex communication problems involving images and type, allow the student to further develop his or her own visual vocabulary. Prerequisite: ART135.

3 credit hours.

5 lecture and studio periods.

ART137 Computer Graphics I*Fall-Spring Semesters*

This course is an introduction to file management and organization as well as the fundamentals of image editing, vector-based drawing and page layout. Through hands-on work, students learn the anatomy of the vector-based and the bitmapped image, the PostScript page description language, and understanding of hardware configuration. Knowledge of the mechanics of the digital image will provide the foundation for all further study in digital design. Interrelation and appropriate use of applications is emphasized. Theories of digital

process and case histories of various uses of digital media are included. Graphic Design majors only.

3 credit hours.

5 lecture and studio periods.

ART204 Survey of Western Art I

Fall-Spring Semesters

A survey of major developments in the world's art from prehistoric past to 1400. Emphasis is placed on studying the relationships between social, political, and cultural forces and the creation of art. Topics discussed include the origins of art, Egyptian art, the classical past, and Medieval art up to the early Renaissance period.

3 credit hours. Satisfies ADR I.

ART205 Survey of Western Art II

Fall-Spring Semesters

A survey of the major developments in the world's art from around 1400 to the present. Emphasis is placed on studying the relationships between social, political, economic and cultural forces and the creation of art. Topics discussed include the Renaissance and Baroque periods, the emergence of modern art, design, photography, women artists, and contemporary trends in the visual arts.

3 credit hours. Satisfies ADR I.

ART210 Design I

Fall-Spring Semesters

This course is an introduction to the techniques, materials and principles of two-dimensional visual organization. Through a series of projects involving the visual elements of line, shape, value, and texture, students investigate the concepts of two-dimensional design and develop creative and problem solving skills.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART211 Design II

Spring Semester

Using design materials and techniques, students investigate the concepts and principles of three-dimensional organization, color theory, and the building of form in real space. Students develop

an understanding of the language of and ideas inherent in visual organization. Discussion, reviews, and written critiques are a part of this course. Prerequisite: ART210.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART215 Drawing I

Fall-Spring Semesters

By engaging the student in observational studies, Drawing I focuses on the study of structure, composition, perspective, and toning and shading using various drawing media. Developing basic technical knowledge of the media, tools, and concepts of drawing is the emphasis of this course. Demonstration, museum and gallery visits, and slide lectures are a part of this course.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART 216 Figure Drawing I

Fall-Spring Semesters

This beginner's level course is an introduction to developing observational skills necessary for rendering the human form. By drawing from the nude model, the human structural form, its individual features relating to the whole, the relationship of the figure to its surrounding environment, and the human form as concept is addressed and explored. Discussion of figurative works from the Renaissance through Postmodern Art is presented through slide lecture and museum study. Prerequisite: Art majors only.

3 credit hours.

5 lecture and studio periods.

ART220 Painting I

Fall-Spring Semesters

An introduction to the technical and aesthetic aspects of painting, this course explores the mediums of oil and acrylic and the expressive qualities of paint. Emphasis is placed on the development of fundamental skills including the study of light, value, and composition, methods of paint application and color mixing, and preparation of the painting surface. Museum, gallery, and artist

studio visits are scheduled, as well as slide lectures.
Prerequisite: Art majors only.

3 credit hours.

5 lecture and studio periods.

ART223 Illustration I

Fall Semester

This course is an introduction to the materials, specialties, history, and methods of Illustration. Media including gouache, pencil, watercolor, pen and ink, and marker are examined through hands-on projects and demonstrations. A survey of illustration history is included, which familiarizes students with notable names and styles in illustration. The course emphasizes the importance of critical thinking, concept development, and creative problem-solving. Prerequisites: ART215, ART216, ART220.

3 credit hours.

5 lecture and studio periods.

ART225 Ceramics I

Fall-Spring-Summer Semesters

A beginner's-level studio course which introduces the student to the techniques of ceramics. The student explores basic hand-building techniques and gains an understanding of glazing and firing. Class includes an introduction to the potter's wheel.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART230 Sculpture I

Fall-Spring Semesters

Students are introduced to the various processes, tools, and materials used in sculpture such as clay, plaster, and assemblage and explore the relationship of ideas to materials and techniques in a three-dimensional format. Prerequisite: Art majors only.

3 credit hours.

5 lecture and studio periods.

ART244 Digital Art

Spring Semester

The computer is a widely-accepted tool for artistic expression and most museums and galleries devote space exclusively to the exhibition of digital art. This course is aimed at the artist interested in exploring digitally-generated art in the

form of digital painting and drawing, photographic manipulation and collage, and mixed media applications. Prerequisites: ART134 and ART210, or ART135 and ART137.

3 credit hours.

5 lecture and studio periods.

ART245 Photography I

Fall-Spring-Summer Semesters

An introduction to the art, aesthetics, theory and practice of black and white photography. Emphasis will be on the technical skills and aesthetic decisions practiced in the darkroom to produce exhibition quality prints. The student will be expected to supply his/her own camera (35 mm SLR with manual control), paper and film.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods.

ART246 Digital Photography

Fall-Spring-Summer Semesters

This course introduces the student to a variety of paths for creating a digitized image, managing and archiving graphic files, and learning the terminology relating to the digital photograph. Through assigned projects, the student will also learn the role of the digitized image in the visual arts, commercial printing, and publishing.

3 credit hours.

5 lecture and studio periods.

ART265 Drawing II

Fall-Spring Semesters

The student continues to develop skills introduced in Drawing I and begins to explore specific media as a means of communicating a concept. Experimentation with mixed media and collage expands the language capability of the student artist. Demonstration, museum and gallery visits, and slide lectures supplement individual and group critiques. Prerequisite: ART215.

3 credit hours.

5 lecture and studio periods.

ART266 Figure Drawing II

Fall-Spring Semesters

An ongoing study in the representation of the human form as addressed in Figure Drawing I.

The further refinement of skills, and development toward a more individual direction in the genre of Figure Drawing is the focus of this course. The choice of appropriate media, working in larger-scaled formats, solving technical and aesthetic problems, and generating a cohesive body of work are also considered in this course. Prerequisite: ART216.

3 credit hours.

5 lecture and studio periods.

ART270 Painting II

Fall-Spring Semesters

This course builds upon the technical and conceptual skills learned in Painting I and the student begins to develop an individual direction in painting. The student is introduced to the portrait and figure as well as other subjects both representational and non-representational, and the formal study of color is continued. Slide presentations, painting demonstrations, individual and group critiques help guide the student. Museum, gallery and artist studio visits enhance the course. Prerequisite: ART220.

3 credit hours.

5 lecture and studio periods.

ART273 Illustration II

Spring Semester

This course builds on the principles and skills learned in Illustration I, with an emphasis on the development of a personal style and process. The role of typography, layout, and production in illustration is explored, as an important part of creative problem-solving. Professional practices associated with illustration, including estimating cost, proposal writing, presentation and legal issues are covered. Prerequisite: ART223.

3 credit hours.

5 lecture and studio periods.

ART275 Ceramics II

Fall-Spring Semesters

An intermediate-level studio course which explores in depth the various techniques of ceramics. The student further develops hand-building and wheel-throwing skills. The class explores surface and textural applications as well as glazing and color

techniques. Assigned and individual projects, as well as demonstrations, slide and video presentations, as well as critiques are a part of this course. Prerequisite: ART225.

3 credit hours.

5 lecture and studio periods.

ART280 Sculpture II

Fall-Spring Semesters

The student continues to develop skills introduced in Sculpture I and begins to explore sculptural techniques and materials as a means of communicating a concept. Large-scale sculpture, installations, and environmental sculpture are also explored. Assigned and individual projects are a part of this course. Prerequisite: ART230.

3 credit hours.

5 lecture and studio periods.

ART287 Printmaking

Fall-Spring Semesters

This course is an introductory investigation of traditional and non-traditional relief and planographic methods of multiple imagery. The student will explore the techniques of linocut, woodcut, monoprinting, and collography, as well as paper lithography and other experimental methods. This course not only provides a technical foundation in printmaking media but encourages innovative use of printmaking processes.

3 credit hours.

5 studio and lecture periods

ART290 Computer Graphics II

Fall-Spring Semesters

Building on the basics learned in Computer Graphics I, this course exposes the student to more advanced techniques and concepts of vector-based drawing, image editing and page layout. Investigation into color spaces, layering, picture file formats and interaction of softwares takes place. Includes an introduction to principles of non-print screen-based design as applied to CD-ROMs, web pages, and slide presentations. Prerequisite: ART137.

3 credit hours.

5 lecture and studio periods.

ART292 Advertising and Identity Design***Fall-Spring Semesters***

Students examine and experience two specialty areas of design—Corporate Identity Design and Advertising Design. Theoretical and practical issues involving each of these genres of design are explored through case histories and readings, and students solve problems presented in each area. Through this course, students develop understanding of differences between and interrelation of these design forms. A survey of historical models is presented. Prerequisite: ART290.

3 credit hours.

5 lecture and studio periods.

ART295 Photography II***Fall-Spring-Summer Semesters***

An introduction to the art, aesthetic, theory, and practice of color photography. The student will learn how to print from both negatives and slides. Emphasis will be placed upon the procedure for achieving acceptable color balance and maximum print quality. The student will be expected to supply his/her own camera (35 mm SLR with manual control), paper, and film. Prerequisite: ART245 or demonstrated skill.

3 credit hours. Satisfies ADR I.

5 lecture and studio periods

ART297 Packaging and Publication Design***Fall-Spring Semesters***

Students examine and experience two specialty areas of design: Publication Design and Packaging Design. Theoretical and practical issues involving each of these genres of design is explored through case histories and readings, and students solve problems presented in each area. Through this course students develop understanding of differences between and interrelation of these design forms. A survey of historical models is presented. Prerequisite: ART290.

3 credit hours.

5 lecture and studio periods

ART298/299 Sophomore Portfolio Review
Spring Semester

The Sophomore Portfolio Review is held after successful completion of most Foundation Courses

and is required of both Fine Arts majors and Graphic Design majors. The purpose of the review is to provide an opportunity for self-evaluation and professional evaluation, and assist and guide the student in identifying academic and career interests. Fine Art majors register for ART298 and Graphic Design majors register for ART299. A grade of "Pass" in this course is required to continue as a Fine Art or Graphic Design major. A grade of "Fail" will result in the student's major being changed to Provisional Fine Art or Provisional Graphic Design, as applies. Provisional students must resubmit a portfolio to be readmitted to either major.

1 credit hour.

ART315 Drawing III***Fall-Spring Semesters***

This course is a continuation of Drawing II in which the student further develops technical and conceptual skills and begins to explore a personal direction in traditional, narrative, conceptual or other genres of visual expression. Prerequisite: ART265.

3 credit hours.

5 studio and lecture periods.

ART316 Figure Drawing III***Fall-Spring Semesters***

This course is a continuation of Figure Drawing II in which the student begins to refine technical and conceptual skills and explore a personal direction in figure drawing. Assigned and individual projects, researches into contemporary theory on the figure in the visual arts, as well as visits to professional artists' studios, are a part of this class. Applying for and being awarded entrance to a juried exhibition begins the students' professional regimen in the Fine Arts discipline. Prerequisite: ART266.

3 credit hours.

5 studio and lecture periods.

ART320 Painting III***Fall-Spring Semesters***

This course is a continuation of Painting II with further experiences to develop the technical and

conceptual skills introduced in both Painting I and II while focusing on the development of personal expression and style, and includes exploration and self-portraiture. Alternative surfaces, variously scaled formats, and non-traditional compositional techniques are also explored. Prerequisite: ART270.

3 credit hours.

5 studio and lecture periods.

ART323 Illustration III

Spring Semester

This course builds on the principles and skills learned in Illustration II, with an emphasis on professional practices and creative concept development in terms of both subject matter and medium. Through hands-on studio projects students continue to develop their own personal style, and with faculty guidance will begin to assemble an illustration portfolio and self-promotional identity suitable for prospective clients. Prerequisite: ART273.

3 credit hours.

5 studio and lecture periods.

ART330 Sculpture III

Fall-Spring Semesters

A continuation of Sculpture II which includes in-depth involvement with sculptural techniques and materials, including exploration of larger-scale sculpture, installations and environmental sculpture. Assigned and individual projects are a part of this course, as well as portfolio development. Prerequisite: ART280.

3 credit hours.

5 studio and lecture periods.

ART339 Motion Graphics

Fall-Spring Semesters

This course is an introduction to the principles of screen-based design and interactivity, both from design and production standpoints. Areas of user interface, animation, sound, typography, and transition are explored through hands-on studio experience. Emphasis is on content and concept. Survey and study of case histories involving interactive CD-ROMs and the Internet will be included. Prerequisite: ART290.

3 credit hours.

5 studio and lecture periods.

ART340 Computer Graphics III

Fall-Spring Semesters

This course adds to the skills and concepts learned in Computer Graphics I and II with vector-based drawing, image editing, and page layout, and also introduces the student to Website design and development. In a series of case histories and hands-on projects, the student will become familiar with the ways that information and graphics can be disseminated over the web. Creative solutions and interrelationship of applications will be emphasized. Prerequisite: ART290.

3 credit hours.

5 studio and lecture periods.

ART345 Photography III

Fall-Spring-Summer Semesters

An advanced class in photography allowing the student to expand upon the knowledge and skills gained in either Photography I or Photography II. The student will choose specific areas of concentration which may include alternative processes. Within his/her chosen area of study the student will produce a cohesive body of work. Prerequisites: ART245, ART295, or demonstrated skill.

3 credit hours.

5 studio and lecture periods.

ART365 Drawing IV

Fall-Spring Semesters

A continuation of Drawing III with an emphasis on independent efforts of the student to develop a coherent body of work in an elected area of focus. Portfolio development is also part of this course. Prerequisite: ART315.

3 credit hours.

5 studio and lecture periods.

ART366 Figure Drawing IV

Fall-Spring Semesters

This course is a continuation of Figure Drawing III, with an emphasis on independent efforts of the student to develop a cohesive body of work in an elected area of focus. Individual projects and portfolio development are part of this course, culminating in a juried exhibition of the semester's work. Continual examination of contemporary

works through museum and gallery visitation further inform the student's work. Prerequisite: ART366.

3 credit hours.

5 studio and lecture periods.

ART370 Painting IV

Fall-Spring Semesters

A continuation of Painting III in which the student develops a cohesive body of work in an elected area of focus. Portfolio development is also a part of this course. Prerequisite: ART320.

3 credit hours.

5 studio and lecture periods

ART373 Illustration IV

Spring Semester

This course builds on the principles and skills learned in Illustration III, with further emphasis on professional practice and includes a large-scale, professional-level independent project. Students will continue to refine their personal styles while building a database of prospective clients and making actual contact for illustration commissions. The final illustration portfolio is presented. Prerequisite: ART323

3 credit hours.

5 studio and lecture periods

ART380 Sculpture IV

Fall-Spring Semesters

The student develops a cohesive body of sculpture in an elected area of focus. Individual projects and portfolio development are a part of this course. Prerequisite: ART330.

3 credit hours.

5 studio and lecture periods.

ART385 Photography IV

Fall-Spring-Summer Semesters

This course is a continuation of Photography III, with an emphasis on independent effort on the part of the student to develop and complete a cohesive body of work in a selected area of photographic study area of study. Students will be re-

quired to observe gallery and museum shows in selected areas. Prerequisite: ART345.

3 credit hours.

5 studio and lecture periods.

ART388 History of Photography

Spring, even-numbered years

This course is a survey of the evolution of photography from ancient understandings of the principles of imaging to modern electronic imaging systems. The impact of photography as fine art, propaganda, and social and historical documentation will be explored. The student will also become familiar with contemporary photographers, their subjects, and working methods. Legal issues regarding censorship, privacy, and copyright will be presented and discussed as well.

3 credit hours. Satisfies ADR I.

ART389 History of Graphic Design

Spring Semester

This course examines the cultural, historical, political, and technological history of graphic design from the late nineteenth century to the present. Emphasis is on studying the relationship between societal trends and the appearance of mass communication. Topics discussed include design during the early industrial age, avant-garde influence on graphic design, American modernism, the advent of Corporate Identity design, and postmodern graphic design. Prerequisites: ART204 and ART205.

3 credit hours. Satisfies ADR I.

ART390 Art of the Classical World

Fall Semester

This course provides the student with a detailed overview of the art of the Classical world, emphasizing both the development of the formal style and the way in which the artists comment on and reflect Greek and Roman cultural ideas. Beginning with a brief discussion of pre-Classical Minoan and Mycenaean art, the course uses the traditional chronological approach (Geometric period, Archaic period, Early Classical period, etc.) as a framework for an exploration of Greek

and Roman art as a reflection of religion, politics, and social customs. Prerequisites: ONE of the following: ART101, ART204, ART205.

3 credit hours. Satisfies ADR I.

ART391 Nineteenth-Century Art

Spring, odd-numbered years

A survey of the development of modern European art from the neoclassical revival during the Age of Reason to fin-de-siecle symbolism and expressionism. Emphasis is placed on studying the interrelationship of politics, economics, society and art. Topics explored include Romanticism, the invention of photography, Impressionism, Fantastic and Visionary Art, and Art Nouveau. Prerequisites: ONE of the following: ART101, ART204, ART205.

3 credit hours. Satisfies ADR I.

ART393 American Art

Fall, even-numbered years

A survey of art in the United States from the pre-colonial era to the present with emphasis given to studying the social, economic, and cultural forces that influence the creation of art. Topics explored include Folk Art, the Hudson River School, American Impressionism, the birth of the skyscraper, photography, Abstract Expressionism, Pop Art, and contemporary trends. Prerequisites: ONE of the following: ART101, ART204, ART205.

3 credit hours. Satisfies ADR I.

ART394 Twentieth-Century Art I:

Fauvism to Abstract Expressionism

Fall, odd-numbered years

This course surveys the art of the first half of the twentieth century, from early expressionist experiments such as Fauvism and German Expressionism, through Pollock and Post-World War II Abstract Expressionism. Emphasis will be placed on analyzing formal qualities of art and understanding how politics, economics, societal change, and the visual arts interrelate. Topics discussed include the trend towards abstraction, Cubism, Bauhaus design, Dada, the introduction of con-

ceptual art, Surrealism, and the emergence of the New York School of painting. Prerequisites: Any TWO of the following: ART101, ART204, ART205, ART391, ART392.

3 credit hours. Satisfies ADR I.

ART395 Twentieth-Century Art II:

Pop Art through the Pluralistic 1990s

Spring, even-numbered years

This course surveys the art of the second half of the twentieth century, from Pop Art and challenges to the modernist aesthetic through the Pluralist Era of the late 1990s. Emphasis is placed on formal analysis of art and understanding how politics, economics, societal change, and the visual arts interrelate. Topics covered include British and American Pop, Minimalism, the emergence of new genres such as Performance Art, Earth and Environmental Art, Video and Time Arts, as well as in-depth discussion of the origin and development of post-modern and pluralist theory and its expression in the visual arts. Prerequisites: Any TWO of the following: ART101, ART204, ART205, ART391, ART392, 394

3 credit hours. Satisfies ADR I.

ART396 Art Education for Elementary Teachers

Fall-Spring-Summer Semesters

Designed for the education major as an exploration of the elements and principles of visual art, current philosophies of art education, and the practical aspects of how to teach art, this course offers hands-on experiences in numerous media and simulated teaching situations. Students will develop an art resources portfolio complete with lesson plans, examples, and reference materials to assist in elementary education. ART101 or an art history course is recommended as a prerequisite.

3 credit hours.

ART397 Art in Recreation: Beyond Arts and Crafts

Spring Semester

This course is an introduction to the theories, materials, and methods of art as therapeutic creation

and learning how to assist and guide others in using art for self-expression and to enhance creativity. The student is also introduced to techniques of group leadership on topics such as dealing with life cycle events or adapting to physical or emotional loss. This course is appropriate for students with professional interests in health care, working with special populations such as the physically or mentally challenged, geriatric groups, individuals in rehabilitation facilities, and those in specialized camp settings. Visits to area facilities are scheduled. No previous art experience is necessary.

3 credit hours.

ART399 Selected Topics in Art

This course provides an opportunity to offer specialized courses from time to time that are not part of the regular art curriculum. The specific class may be suggested by either faculty or students and can include, for example, study in a selected art medium such as watercolor, an art history topic such as contemporary artists or gallery management. The student may only take this course once.

3 credit hours.

ART432 Senior Design Studio

Fall Semester

In this Senior-level studio the Graphic Design major works on the Senior Thesis—a complex and multi-faceted project that requires practical application of all skills and theories learned in prerequisite courses. Students employ methods of concept, process, craft, and design to create the solution to this professional-level communication problem. With guidance from faculty, emphasis is on individual process and expression. This thesis is defended and shown at the Senior Exhibition. Prerequisites: ART297, ART339, ART340.

3 credit hours.

5 studio and lecture periods.

ART435/436 Professional Development Seminar

Fall Semester

This senior-level studio is an opportunity for the student to develop a professional portfolio of

work, as well as learn important business issues for the visual artist. The Graphic Design student creates a book or box portfolio and an accompanying electronic portfolio on CD-ROM; the Fine Art student creates an artist's statement and series of slides. The culmination of this course is a formal presentation of the portfolio to a panel of faculty and industry reviewers. This seminar prepares the art student for a career in visual art or graduate study. Senior Art majors only.

3 credit hours.

5 studio and lecture periods.

ART440/441 Senior Portfolio and Exhibition (Fine Art/ Graphic Design)

Fall-Spring Semesters

This course is taken during senior year and is required of both Fine Art majors and Graphic Design majors. The purpose of the review is to provide an opportunity for self-evaluation and professional evaluation, and to prepare the student for entry into professional fields or graduate study. Students also participate in the Senior Art Majors' Exhibition. Fine Art majors register for ART440 and Graphic Design majors register for ART441. Prerequisite: Senior Art majors only.

1 credit hour.

ART450, ART451 Art Internship

Fall-Spring-Summer Semesters

The purpose of the internship is to provide students with practical training in art and art-related fields in a professional environment, either on or off-campus. Responsibilities will vary according to placement as determined by the work supervisors of the sponsoring agency and faculty coordinator. The art internship is ideal for students seeking to broaden their studio art experiences and explore career interests. On-campus internship opportunities include placement at the York College Galleries.

3 credit hours.

ART498, ART499 Independent Study

Fall-Spring-Summer Semesters

An opportunity for the student to undertake a well-defined independent project in Fine Art,

Graphic Design, or Art History. While the student conducts the work under the guidance of a faculty member of the student's choosing, the project is carried out in an independent manner without regular class meetings. Effective inde-

pendent study is characterized by reduction in formal instruction and an increase in the individual's responsibility and initiative in the learning process.

1 to 3 credit hours.

BEHAVIORAL SCIENCES

BEH260 Statistics for the Behavioral Sciences

Fall-Spring Semesters

This course is designed to prepare the student for the application of elementary statistical tools to laboratory/field research projects and journal projects/publication preparation. Topics include descriptive statistics as tools to summarize and describe groups of data, inferential statistics including parametric and non-parametric hypotheses testing as tools for making inferences about population from samples.

3 credit hours.

BEH490 Behavioral Science Seminar

Fall-Spring Semesters

This seminar is designed to provide graduating seniors with opportunities to integrate both the theories and the research techniques acquired during their college experiences. Seniors will participate in discussions, do original research, and present their findings to the class and/or community groups. Required of Psychology, Sociology and Behavioral Science majors. Prerequisite: Major of senior standing.

3 credit hours.

BEH495, BEH496 Behavioral Science Internship

Fall-Spring Semesters

A program that provides on the job experiences to qualified students in the application of Behavioral Sciences. The student spends a minimum of 120 hours per semester with a selected agency. The internship provides an opportunity to explore job possibilities as well as making academic work more meaningful. Prerequisites: GPA of 2.5 and 60 credit hours. Students must meet the college requirements for all internships. This course is graded on a pass/fail basis.

3 credit hours each semester.

BEH498, BEH499 Independent Study

Fall-Spring Semesters

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1-3 credit hours each semester.

BIOLOGICAL SCIENCE

Courses for Non-Majors to Fulfill Area III Distribution Requirements:

BIO100 Introduction to Allied Health

(Non-Lab—will not satisfy Area III Distribution Requirements) This course offers a professional

orientation for allied health majors and others interested in learning more about these fields and other health related fields. Representatives from different areas of health care present information on the history, philosophy, science, technology and organization of their respective fields. Other

topics include specialized methodologies, recent developments and descriptions of how the various disciplines interact with and complement one another.

1 credit hour

BIO106 Introduction to Body Structure and Function

Fall Semester

(*Non-Lab—will not satisfy Area III Distribution Requirement*) This course provides an introduction to the structure of the human body and the function of body organs and systems. Topics include anatomical terminology and organization of the body. An overview of all body systems is included.

3 credit hours.

BIO110 General Biology

Fall-Spring Semesters

General Biology is an introductory laboratory course for non-majors. Topics include cell function, metabolism, and genetics. Students learn how scientists think by studying the scientific method and by conducting experiments in the laboratory. Dissection is not a part of this course.

2 hours lecture.

1 three-hour laboratory (BIO111).

3 credit hours. Satisfies ADR III.

BIO112 Fundamentals of Human Biology

Fall-Spring Semesters

Designed for the non-biology major who has an interest in how and why the human animal works. Emphasis is placed on the structures and functions of the major organ-systems of the body. Topics also include the physiochemical basis of life as well as cell and tissue structure. Laboratories involve microscopy, models and rat dissection to allow a practical, "hands-on" approach to the concepts covered in lecture.

2 hours lecture.

1 three-hour laboratory (BIO113).

3 credit hours. Satisfies ADR III.

BIO120 Field Natural History

Fall-Spring Semesters

Field Natural History provides an introduction to the biology, evolution, and diversity of life on

Earth for non-majors. This course is designed to acquaint students with the structure, classification, ecology and evolution of common and unusual organisms that inhabit the planet. Both indoor and field-based laboratory sessions introduce the methods of observation, identification and applied ecology of some of the more common organisms of southern Pennsylvania and the world. Dissection is not a part of this course.

2 hours lecture.

1 three-hour laboratory (BIO121).

3 credit hours. Satisfies ADR III.

BIO124 Introduction to Oceanography

Spring Semesters

This course covers the major aspects of oceanography. The geological, chemical, and physical aspects of oceanography are stressed. Topics covered include plate tectonics, currents, tides, wind, waves, light, sound, pressure and physical features of the ocean bottom. Human impacts on the ocean are also discussed.

2 hours lecture.

Lab consists of field trip(s)/TBA (BIO125).

3 credit hours. Satisfies ADR III.

BIO208 Biology of Animals

Fall Semester (odd-numbered years)

For students interested in studying animals. This lecture-lab course focuses on the basic biology and behavior of many spectacular animals from both the invertebrate and vertebrate worlds. Lecture discussions will range from animal evolution to migration, parental care, sociality and many other topics. Laboratory will involve handling and observing living animals and will make connections to our classroom discussions. Dissection is not a part of this course. Prerequisites: none.

2 hours lecture.

1 three-hour laboratory (BIO209).

3 credit hours. Satisfies ADR III.

BIO210 Introduction to Marine Biology

Fall Semesters

This course takes an ecological approach to studying Marine Biology by focusing on the environmental characteristics, adaptations of organisms, and the communities found in the major marine

ecosystems such as rocky shore, estuary, salt marsh, sandy beach, and coral reef. The course places more emphasis on the biotic communities found in each of these environments rather than the chemical and physical aspects of those environments. The impact of humans' influence on these environments is also studied.

2 hours lecture.

Lab consists of field trips/TBA (BIO211).

3 credit hours. Satisfies ADR III.

BIO212 (BIO122) Environmental Biology

Fall Semester

This course is an introduction to applied ecology for non-majors. Class meetings review basic biological and ecological principles, including ecological efficiency, nutrient cycling, biological diversity, and population growth. Past and current environmental issues, such as resource use and pollution, are examined in light of ecological principles. Laboratory sessions are field oriented and examine natural and human-impacted aquatic and terrestrial ecosystems. This class will be of interest to education and recreation majors. BIO150 or BIO110 recommended, but not required. Dissection is not a part of this course.

2 hours lecture.

1 three-hour laboratory (BIO213).

3 credit hours. Satisfies ADR III.

BIO214 Tropical Ecology

Summer Semester

This is an intense hands-on field course designed to study the plants, animals, soil, water quality, microbiology, and nutrient cycling in a tropical ecosystem. Students examine how each of these topics are connected, how they relate to biological diversity of the habitats, how ecosystem stability leads to maintenance of biodiversity and how humans can impact this. This course involves travel to a tropical location. Some readings, lectures, discussions, and assignments are required before departure. (Airfare, food, and lodging are extra.)

3 credit hours.

BIO216 Microbes: Unseen Life on Earth

Fall-Spring Semesters

This course, developed by the American Society

of Microbiology and the National Science Foundation, is designed for the non-science major who is interested in the unseen world of microorganisms. The course investigates these invisible strangers from both an environmental and a basic science perspective. Four major topics that are studied include: the importance of microbes in the recycling of organic matter, the evolutionary significance of microscopic organisms, health issues related to microorganisms and the future use of microbes in such areas as agriculture and bioterrorism. The laboratories are investigative in nature and students use microscopy and other techniques to learn how microbes function.

2 hours lecture.

1 three-hour laboratory (BIO217).

3 credit hours. Satisfies ADR III.

BIO232 Plant Taxonomy and Seasonal Flora

Summer Mini-semester, Summer II

This course provides a study of flowering plants of this area with comparisons made to flowering plants from other geographical regions. Collection and identification of most frequently seen families are emphasized.

3 hours lecture.

1 three-hour laboratory (BIO233).

4 credit hours. Satisfies ADR III.

Courses for Majors in Biology and Related Fields

BIO150 Biology I

Fall-Spring Semesters

The first course for biology and allied health majors introduces the principles of molecular and cellular biology. The flow of life-sustaining energy is studied in the context of molecular and cellular structure. The structure and function of DNA and the mechanism by which genetic information is inherited, utilized and experimentally manipulated, are covered in detail.

3 hours lecture.

1 three-hour laboratory (BIO151).

4 credit hours. Satisfies ADR III.

BIO152 Biology II*Fall-Spring Semesters*

This course is an overview of biology at the organismal level. The concepts of phylogeny and ecology are discussed in the context of how organisms are categorized and organized into the latest taxonomic versions.

3 hours lecture.

1 three-hour laboratory (BIO153).

4 credit hours. Satisfies ADR III.

BIO200 Introduction to Scientific Research*Fall-Spring Semesters*

A broad introduction to skills needed to pursue a career in biology is provided in this course. Emphases include writing, obtaining and using scientific literature, and computer literacy. The course also considers research design and the basics of data analysis and presentation. The creation of a proposal for senior thesis is an important course requirement. Prerequisites: BIO150 and BIO152 or permission by the instructor. It is strongly recommended that BIO200 be completed before enrolling in 300-level biology electives.

3 hours lecture.

3 credit hours.

BIO220 Human Anatomy and Physiology I*Fall Semesters*

This course is recommended for students seeking careers in health-related fields. A study of the structure and function of the human body is offered utilizing a systems approach. Emphasis is placed on the gross and microscopic anatomy as well as the physiology of the cell, skeletal system, muscular system and nervous system. Dissection is required. Prerequisite: BIO150.

3 hours lecture.

1 three-hour laboratory (BIO221).

4 credit hours. Satisfies ADR III.

BIO222 Human Anatomy and Physiology II*Spring Semesters*

As a continuation of BIO220, emphasis is placed on the gross and microscopic anatomy as well as the physiology of the cardiovascular, respiratory,

urinary, reproductive, endocrine and digestive systems. Dissection is required. Prerequisite: BIO220.

3 hours lecture.

1 three-hour laboratory (BIO223).

4 credit hours. Satisfies ADR III.

BIO230 Microbiology*Fall-Spring Semesters*

This course is an introduction to general microbiology for allied health and nursing majors. Topics include the morphology, physiology, metabolism, taxonomy and genetics of microorganisms, and the application of these topics in a clinical setting. The laboratory emphasizes basic bacteriological techniques and procedures. This course may not be used to fulfill an upper division elective for Biology majors. Prerequisite: BIO150.

3 hours lecture.

1 three-hour laboratory (BIO231).

4 credit hours. Satisfies ADR III.

BIO240 Genetics*Fall-Spring Semesters*

The basic principles of Mendelian, non-Mendelian, and molecular genetics are considered in this course. The structure and function of the gene, patterns of inheritance, gene interaction and gene regulation are discussed. The laboratory component emphasizes molecular biology and experimental approaches to genetics. Prerequisite: BIO150.

3 hours lecture.

1 three-hour laboratory (BIO241).

4 credit hours. Satisfies ADR III.

BIO300 Ecology*Fall-Spring Semesters*

This course provides an introduction to the study of the relationships of organisms to their environment and each other as a means for understanding their distribution and abundance. Topics of study include: autecology (dispersal, habitat selection, abiotic tolerances), population dynamics (structure, growth, life history variation), community ecology (species diversity, equilibrium, succession) and species interactions (competition, predation). Both field-based laboratories and

lecture material focus on developing skills in observation, logical scientific inquiry, and oral and written presentations. Prerequisites: BIO150, BIO152, Recommended: BIO200.

3 hours lecture.

1 three-hour laboratory (BIO301).

4 credit hours.

BIO302 Zoology

Spring Semester

A continuation of the animal biology introduced in Biology II (BIO152). The focus is on the general structural and functional biology of the higher invertebrates and the vertebrates. Laboratories include both comparative anatomy and data-oriented experiments. Small groups also complete independent research projects of their own design. Prerequisite: BIO150, BIO152, BIO200, and BIO240 or permission by the instructor.

3 hours lecture.

1 three-hour laboratory (BIO303).

4 credit hours.

BIO304 Botany

Fall Semester (even-numbered years)

Selected non-vascular and vascular plants are studied with a view toward their phylogenetic relationship. Morphological and physiological variations that exist from the cellular to the organismal level will be noted. Laboratory topics provide opportunities for students to see and critically analyze selected non-vascular and vascular plants and to make application of the principles and terminology gained from the lecture experience. Prerequisite: BIO150 and BIO152.

3 hours lecture.

1 three-hour laboratory (BIO305).

4 credit hours.

BIO306 Animal Behavior

Spring Semester (odd-numbered years)

An introduction to the behavior of wild animals in their natural environments. Behavioral adaptations are viewed in terms of possible evolutionary costs and benefits. Mechanisms behind behaviors are explored with an emphasis on neural and en-

docrine organization. Laboratory involves independent research projects in both lab and field settings. Prerequisite: BIO150, BIO152, BIO200 and BIO240 or permission by the instructor.

3 hours lecture.

1 three-hour laboratory (BIO307).

4 credit hours.

BIO308 Animal Physiology

Fall Semester (even-numbered years)

Principles of animal physiology with an emphasis on the functional biology of vertebrate and higher invertebrate animals. Physiological systems are discussed as evolutionary adaptations to environmental challenges. The laboratory stresses the collection, analysis, and reporting of experimental data. Prerequisite: BIO150, BIO152, BIO200, and BIO240 or permission by the instructor.

3 hours lecture.

1 three-hour laboratory (BIO309).

4 credit hours.

BIO310 Plant Morphology/

Embryology

Fall Semester (odd-numbered years)

The structural differences within mature forms of angiosperms is noted through studies of life histories of selected species. Early gametophytic patterns leading to early embryo patterns are stressed for selected local species. Prerequisite: BIO304.

3 hours lecture.

1 three-hour laboratory (BIO311).

4 credit hours.

BIO312 Plant Systematics

Spring Semester (even-numbered years)

Plant Systematics is designed to acquaint students with plant relationships and how we interpret the phylogenetic meaning of those relationships. It will provide discovery methods and principles of botanical systematics, look at various classification systems, review structural and biochemical evidence, and examine speciation and species concepts. All of this will be made meaningful through laboratory experiences reflecting on green plant

phylogeny from selected examples of the earliest Viridophytes through flowering plants. Special attention will be paid to plants easily obtained in these environs. BIO 150 and BIO 152, or their equivalents, are prerequisites.

3 hours lecture.

1 three-hour laboratory (BIO313).

4 credit hours.

BIO324 Marine Ecology of the Chesapeake Bay

Fall Semester (even-numbered years)

The goal of this course is to provide an in-depth understanding of marine ecology using examples from the Chesapeake Bay environment. Topics covered will include the history of the bay, hydrography, plankton ecology, bottom communities, fisheries, and human impacts on the bay. The laboratory component will include independent research on topics related to Chesapeake Bay ecology as well as a weekend field trip to the bay.

3 hours lecture.

1 three-hour laboratory (BIO325).

4 credit hours.

BIO330 Biology of Microorganisms

Fall Semester (odd-numbered years)

Microbiology is the study of living organisms that can only be seen with a microscope. It also includes viruses, which are microscopic but not cellular. As a basic science it proves the biologist with an excellent experimental model for studies of essential life processes. Microbiology is also concerned with many applied fields, such as medicine, agriculture and industry. Both the basic and applied areas of microbiology will be explored in this course through readings, lectures, laboratories, and written and oral reports and exams. Prerequisite: BIO240

3 hours lecture.

1 three-hour laboratory (BIO331).

4 credit hours.

BIO350/CHM350 Biochemistry

Fall Semester

This course is an introduction to the composition of and interactions between molecules of biolog-

ical significance, including nucleic acids, proteins, carbohydrates, and lipids. The course is taught with an emphasis on the structure-function relationship of each molecule with regard to supporting life. Coordinated labs utilize modern as well as classical biochemical techniques to reinforce lecture concepts. Prerequisite: BIO150 and CHM234. BIO240 is recommended.

3 hours lecture.

1 three-hour laboratory (BIO351).

4 credit hours.

BIO354 Immunology

Spring Semester

This course provides an introduction to the basic principles of immunology, including the areas of cellular and antibody-mediated immunity, immunogenetics, histocompatibility, serology and other selected topics. The laboratory utilizes the techniques of serology, cell biology and biochemistry to study the immunology of animal models. Written and oral reports are an essential part of both the lecture and laboratory components of the course. Prerequisites: BIO150 and BIO230. Also recommended: BIO240.

3 hours lecture.

1 three-hour laboratory (BIO355).

4 credit hours.

BIO356 Reproduction and Developmental Biology

Spring Semester (odd-numbered years)

This course involves the study of biomolecules, cells, tissues, organs and organisms as a function of time. The cellular and molecular mechanisms involved in the production of gametes and the differentiation of a single zygote into a multicellular organism are elucidated using a variety of animal models. Prerequisite: BIO240.

3 hours lecture.

1 three-hour laboratory (BIO357).

4 credit hours.

BIO358 Cell and Molecular Biology

Spring Semester (even-numbered years)

This course examines the molecular mechanisms of eukaryotic cell function. The relationship be-

tween form and function at the molecular and cellular level are discussed from topics ranging from transcription to cellular signaling. The laboratory component provides the students with experience in modern molecular techniques used to study cellular function. Prerequisite: BIO240.

3 hours lecture.

1 three-hour laboratory (BIO359).

4 credit hours.

BIO370 Evolutionary Biology

Spring Semester (odd-numbered years)

This course introduces students to the theory and processes of organic evolution. Topics include population genetics, the effect of natural selection on the gene pool, the formation and evolution of species, and the analysis of patterns in evolutionary change. Prerequisites: BIO150, BIO152, BIO240.

3 hours lecture.

1 three-hour laboratory (BIO371).

4 credit hours.

BIO400 Senior Thesis

Fall-Spring Semesters

The Biology Department's capstone course that culminates the research process that began with Introduction to Scientific Research (BIO200). Senior Biology majors organize and present their own previously obtained research data or research proposal in various formats. Students begin the course by presenting a detailed research progress report to a Biology Faculty Review Panel for evaluation. Only if sufficient research progress is demonstrated are students permitted to commence with Senior Thesis. The course emphasizes presentation-enhancing computer software, technical aspects of scientific writing, and speaking before critical audiences. Publication-quality written reports describing the research project are completed in the course. In addition, formal oral and poster presentations of the research project are given for evaluation by Biology faculty. Consultation with a Biology faculty mentor is mandatory for all students engaged in Senior Thesis work.

1 hour lecture

1 credit hour

BIO402 Biological Internship

This experience is designed to expose the student to the reality of working in a biological field through direct participation. It may involve experience as a lab assistant, assistance with the research of a faculty member, or participation in off-campus workshops or employment. Prerequisite: 60 credits of completed coursework, cumulative GPA of at least 2.50 and Departmental approval.

3 credit hours.

BIO406, BIO408 Independent Study

This experience allows a student to do biological research under the supervision of a faculty member. A research proposal developed in the Introduction to Scientific Research course can be conducted in this course and the results of the study utilized for the Senior Thesis course. Prerequisite: 60 credits of completed coursework, cumulative GPA of at least 2.50 and Departmental approval.

Two semesters.

maximum—6 credits.

Wallops Island Marine Science Consortium Classes

York College is a member of the Marine Science Consortium at Wallops Island, Virginia. The Marine Science Consortium offers a series of undergraduate and graduate courses in marine and environmental sciences. Courses taken at the Wallops Island Marine Science Consortium may be transferrable to York College for degree credits. With prior Departmental approval, Biology majors may utilize one course as an upper division elective toward their degree requirements. Additional information is available in the Biology Department office (LS206) and at the Consortium's website, www.msconsortium.org. The following is a list of courses commonly available at the Consortium, however the Consortium website will contain the most up-to-date information:

YMS211	Field Methods in Oceanography
YMS221	Marine Invertebrates
YMS250	Wetlands Ecology
YMS260	Marine Ecology

YMS331 Chemical Oceanography
 YMS342 Marine Botany
 YMS343 Marine Ichthyology
 YMS345 Marine Ornithology
 YMS362 Marine Geology
 YMS431 Ecology of Marine Plankton

YMS432 Marine Evolutionary Ecology
 YMS450 Coastal Geomorphology
 YMS464 Biological Oceanography
 YMS491 Coral Reef Ecology
 YMS493 Behavioral Ecology
 YMS500 Problems in Marine Science

BUSINESS ADMINISTRATION COURSES

BUS218 Personal Finance

Fall Semesters

This course is designed for students in all majors. Methods are developed for use in making personal decisions about credit, leasing, renting, insurance, investing, taxes, retirement and estate planning, and purchasing durable goods.

3 credit hours.

BUS320 Entrepreneurship

Spring Semester

In exploring the "entrepreneur as a phenomenon" students will be exposed to the current theory and experiences associated with entrepreneurship in all organizational settings-large, small, public, private and international. In addition, topics such as entrepreneurship in large organizations, market systems, characteristics of the information society, technology transfers, sources of venture capital, ethics and case studies will be used. This course can also be used to satisfy a management elective. Prerequisite: Completion of MKT200 and MGT250 with a grade of 2 or better.

3 credit hours.

BUS330 Human Systems in Organizations

Fall-Spring Semesters

This course provides an integrative study of the human systems in the modern business setting. Topics include human resource recruitment and selection, development and appraisal, motivation, group dynamics, power and conflict resolution, leadership, and organizational culture. Additionally, integrative casework will encourage the application of global and ethical issues to human systems study. Prerequisite: Completion of MGT250

with a grade of 2 or better. This course is not available to Management majors.

BUS340 Small Business Ventures

Fall Semester

This course provides the prospective entrepreneur with the basic knowledge to start a small business venture and is designed to simulate real-life activities of entrepreneurs in the start-up stage of a new venture. Topics covered include the nature of small business, the role of an entrepreneur, start-up and buy-out opportunities, and the legal environment of small business. A major project for this course requires that students develop a business plan focusing on a product or service. This project includes plans for marketing, financial planning, operations and management development and legal considerations of that business. This course can also be used to satisfy a management elective. Prerequisite: Completion of MGT250 and MKT200 with grades of 2 or better.

3 credit hours.

BUS345 Business Law I

Fall-Spring Semesters

A study of the domestic and international legal environment of business including business ethics, the U.S. Constitution, the judicial system, torts, criminal law, intellectual property, cyber law and e-commerce, contracts, domestic and international sales and lease contracts, and negotiable instruments. Selected articles from the Uniform Commercial Code and the United Nations Convention on Contracts for the International Sale of Goods will be studied.

3 credit hours.

BUS346 Business Law II***Spring Semester***

This course is an advanced legal study for students seeking a professional career in business or government. Emphasis is placed on the study of creditors' rights, bankruptcy, agency law, employment and labor relations, legal forms of business organizations, business ethics, government regulations, real and personal property, bailments, insurance, wills, trusts and elder law, professional liabilities and international legal environments. This is a writing/communication intensive course. Prerequisite: Completion of BUS345 with a grade of 2 or better.

3 credit hours.

BUS490, BUS491 Business Internship

A business internship is a short-term business-related work experience designed to allow students to gain meaningful, pre-professional work experience in their field of study prior to graduation. Internships require students to meet periodically with a faculty supervisor, provide a written deliverable and participate in an end of internship evaluation. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be pass/fail.

3 credit hours each semester.

BUS495 Business Strategy and Policy***Fall-Spring Semesters***

A capstone course that examines the policy-making and planning process from the management perspective. This course provides a dynamic, practical,

hands-on approach that encourages students to immerse themselves in the vision, research, and planning aspects of a new business venture. It is designed to: (1) integrate business learning which has occurred across the course of the students undergraduate experience; (2) teach students how to research, develop, and write detailed business plans which can be used to create successful businesses; and (3) provide students with exposure to relevant, contemporary business topics through periodic presentations by local business professionals. Prerequisite: Senior standing, completion of 90 credits and completion of ACC225, BUS345, ECO201, FIN300, IFS305, MGT250, MGT350, MKT200, QBA265 or QBA310 with grades of 2 or better. This is a writing/communication-intensive course. Students enrolled in this course during the Fall and Spring semesters are required to take a comprehensive examination in business. The examination will be given on several testing dates during the first few weeks of the semester.

3 credit hours.

BUS498, BUS499 Independent Study

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1-3 credit hours each semester.

CHEMISTRY**CHM102 Chemistry and Society*****Spring Semester***

This is a chemistry literacy course that relates chemistry to issues for society. It is designed for non-science majors. Basic science and chemistry concepts are applied to the study of air, ozone, water, energy,

acid rain, and polymers. An underlying theme is the evaluation of information and risk/benefit choices. The laboratory includes several field trips.

2 class periods.

1 three-hour laboratory period (CHM103).

3 credit hours. Satisfies ADR III.

CHM104 Foundations in Chemistry*Fall Semester*

This course is an introduction to fundamental chemical principles, specifically designed for students deficient in basic science and math skills. Topics include calculator math, unit conversation, states of matter, atoms, molecules, simple reactions, and the mole.

3 credit hours.

CHM122 Principles of General and Organic Chemistry*Fall-Spring Semesters*

This course is designed specifically for majors requiring a single semester of chemistry as a continuation from high school chemistry. The course emphasizes general chemistry principles that are essential to continuing study in the health sciences. The course includes a brief introduction to organic functional groups. Prerequisite: High School Chemistry. Students with weak high school backgrounds are advised to complete CHM104 (Foundations of Chemistry) before enrolling in CHM122, CHM123.

3 class periods.

1 three-hour laboratory period (CHM123).

4 credit hours. Satisfies ADR III.

CHM134 General Chemistry I*Fall-Spring Semesters*

Recommended for all science and engineering majors as well as clinical lab science, premedical, pre-dental, pre-veterinary, and pre-pharmacy majors. An introduction to stoichiometry, atomic structure, chemical bonding, properties and reactions of inorganic compounds, introductory thermodynamics, acids and bases, and oxidation-reduction reactions. Prerequisite: two semesters of high school algebra or the equivalent.

3 class periods.

1 three-hour laboratory period (CHM135).

4 credit hours. Satisfies ADR III.

CHM136 General Chemistry II*Fall-Spring Semesters*

A continuation of CHM134. Study of gas laws,

states of matter, thermodynamics, acids and bases, ionic equilibria, electrochemistry, nuclear chemistry, and descriptive chemistry of the elements. Prerequisite: CHM134.

3 class periods.

1 three-hour laboratory period (CHM137).

4 credit hours. Satisfies ADR III.

CHM150 Introductory Seminar in Computers for Chemists*Spring Semester*

This course is required for all chemistry majors (preferably in the freshman or sophomore years). The course is primarily an introduction to computer techniques such as molecular modeling and the use of spreadsheets in chemistry. Freshmen and sophomores will be working together and will engage in discussions concerning the latest developments in software for chemists. The course will involve seminars, demonstrations, and hands-on use of computers.

1 class period.

1 credit hour.

CHM152 Introductory Seminar in Chemistry Issues, Ethics, and Experimental Design*Spring Semester*

This course is required for all chemistry majors (preferably in the freshman or sophomore years). The course focuses on issues and ethical choices that a professional chemist faces in daily work. Freshman and sophomores will be working together with instrumentation in chemistry through an experimental design project. The course will involve seminars, demonstrations, and hands-on use of computers.

1 class period.

1 credit hour.

CHM234 Organic Chemistry I*Fall Semester*

The chemistry of carbon compounds. An integrated study of the nomenclature, preparation, properties, stereochemistry, and reactions of aliphatic and aromatic compounds. The relationship between structure and reactivity is developed for each class

of compounds. Mechanisms are stressed. Prerequisite: CHM136.

3 class periods.

1 laboratory period (CHM235).

4 credit hours. Satisfies ADR III.

CHM236 Organic Chemistry II

Spring Semester

Continuation of CHM234. Includes oxygen, sulfur, nitrogen and halogen containing compounds. Spectroscopic analysis and organic medicinal topics are included. Prerequisite: CHM234.

3 class periods.

1 three-hour laboratory period (CHM237).

4 credit hours. Satisfies ADR III.

CHM336 Quantitative Analytical Chemistry

Fall Semester

Classical methods of chemical analysis augmented by use of new titrants and ion selective electrodes. The theory and techniques of gravimetric, volumetric, and potentiometric analysis are included. Prerequisites: CHM134–CHM136.

2 class periods.

2 three-hour laboratory periods (CHM337).

4 credit hours.

CHM338 Instrumental Analytical Chemistry

Spring Semester

An introduction to the theoretical principles and applications of modern instrumental methods of analysis. Topics include spectroscopy, chromatograph, and electrochemical techniques. Prerequisites: CHM134–CHM136.

2 class periods.

2 three-hour laboratory periods (CHM339).

4 credit hours.

CHM344 Physical Chemistry I

Fall Semester

As an introduction to quantum chemistry, this course will begin with a detailed examination of the electronic structure of atoms and molecules and build an understanding of how to predict properties and reactivities of chemical substances. The course includes extensive discussion of modern computational techniques as well as prac-

tical exercises involving molecular modeling. Prerequisites: CHM136, PHY112 (or PHY162), CHM236, MAT272.

3 class periods.

1 three-hour laboratory period (CHM345).

4 credit hours.

CHM346 Physical Chemistry II

Spring Semester

A calculus-based examination of molecular spectroscopy, group theory, non-ideal gases, statistical mechanics, thermodynamics, chemical equilibria, and chemical kinetics. All topics are presented from a purely molecular-level viewpoint, building from the theoretical principles discussed in Physical Chemistry I. Prerequisite: CHM344.

3 class periods.

1 three-hour laboratory period (CHM347).

4 credit hours.

CHM350/BIO350 Biochemistry

Fall Semester

This course is an introduction to the composition of and interactions between molecules of biological significance, including nucleic acids, proteins, carbohydrates, and lipids. The course is taught with an emphasis on the structure-function relationship of each molecule with regard to supporting life. Coordinated labs utilize modern as well as classical biochemical techniques to reinforce lecture concepts. Prerequisite: BIO150, CHM134, CHM136, and CHM234. BIO240 is recommended.

3 hours lecture.

1 three-hour laboratory (BIO351).

4 credit hours.

CHM434 Advanced Organic Chemistry

A study of the principles and applications of physical, theoretical and mechanistic organic chemistry. Topics include methods of synthesis of organic molecules, kinetics and mechanisms of organic reactions, structure-activity relationship and spectroscopy. Prerequisite: CHM236.

3 credit hours.

CHM444 Inorganic Chemistry

A study of the descriptive and theoretical aspects of modern inorganic chemistry. Topics include atomic structure, bonding theories, acid-base concepts, chemistry of the main group elements, coordination chemistry and the transition elements, and selected topics of current interest. Prerequisite: CHM136, CHM236.

3 credit hours.

CHM451 Capstone Laboratory Experience
Fall Semester

This course is required for all chemistry majors (preferably in the senior year). This one-semester laboratory experience will be designed to integrate four broad areas of chemistry including Inorganic, Physical, Organic, and Analytical Chemistry. Successful completion of CHM346 and CHM338 is required.

1 three-hour laboratory period.

1 credit hour.

CHM481, CHM482 Independent Study

This course represents in-depth study in a spe-

cialized area of chemistry that the student chooses. This may involve novel research which contributes to the general knowledge of science or a review of topics which connects the existing knowledge in a new way. Faculty mentoring plays an integral role in the completion of this course as does the fostering of student responsibility for the learning and research processes. Prerequisite: CM336 and CHM338.

1–6 credits per semester

CHM490 Chemistry Internship

This off-campus internship is designed to give the students an opportunity to make use of the practical aspects of their classroom knowledge, thus developing their confidence and understanding through experience. The corporate supervisor and the faculty supervisor will evaluate student's performance. Prerequisites: Junior standing including CHM134-136, CHM234-236 and departmental approval of each participant's individual program.

3 credit hours.

COMPUTER SCIENCE**CS100 CPADS (Computer Science Practice and Design Studio)**

This course introduces basic topics in computing. PC hardware components will be discussed along with assembly of a system. The students will then install several different operating systems and set-up a basic network configuration. A team design project will introduce basic programming structures using a simple scripting language.

2 credit hours.

CS320 Software Engineering and Design

This course describes the software development process in detail, including the software life cycle and models of software development; requirements analysis and software design techniques, including structured analysis and object-oriented approaches; techniques for software quality assur-

ance, including design reviews, testing, metrics, and an introduction to program verification; and software project planning, organization, and management. Students will be expected to participate in a team-programming project. Prerequisite: IFS201.

3 credit hours.

CS340 Programming Language Design

This course examines the semantics of programming languages. Topics include formal specifications of syntax, declarations, binding, allocation, data structures, data types, control structures, control and data flow; the implementation and execution of programs; and functional programming versus imperative programming. Other possible topics include non-procedural and logic programming; object-oriented programming; and

program verification. Programming projects will provide experience in a number of computer languages. Prerequisite: IFS201.

3 credit hours.

CS356 Social and Professional Issues in Computing

This course studies the social impact, implications and effects of computers, and the responsibilities of computer professionals in directing the emerging technology. Specific topics include an overview of the history of computing, computer applications and their impact, the computing profession, the legal and ethical responsibilities of professionals, and careers in computing. Prerequisite: IFS201.

3 credit hours.

CS360 Analysis of Algorithms

This course studies fundamental algorithms, strategies for designing algorithms and mathematical tools for analyzing algorithms. Fundamental algorithms studied in this course include graph algorithms; algorithms for sorting and searching; hashing; integer arithmetic; and selected combinatorial tasks. Mathematical tools include asymptotic notations and methods for solving recurrences. Algorithm design strategies include the greedy method, divide-and-conquer, dynamic programming, and randomization. Prerequisites: MAT235, IFS201.

3 credit hours.

CS370 Computer Graphics Programming I

This course introduces the fundamental concepts in computer graphics programming. Topics include color models, basic coordinate transformations and clipping, raster and vector models, and basic rendering techniques. Additional topics may include texture mapping and ray tracing. Students will demonstrate these topics through projects using a standard graphics API as the programming platform. Prerequisite: IFS201.

3 credit hours.

CS420 Operating Systems

This course provides an introduction to the fundamentals of operating systems. Topics include in-

ter-process communication, process scheduling, deadlock, memory management, virtual memory, file systems and distributed systems. Formal principles are illustrated with examples and case studies of one or more contemporary operating systems. Also, students will study a widely used operating system such as Windows or UNIX with an emphasis on system programming for the operating system. Topics include kernel design, the I/O system, scheduling algorithms, process control, inter-process communication, system calls, and memory management. Prerequisite: CS340.

3 credit hours.

CS481 Senior Software Project I

Student teams will complete a substantial project provided by sponsors drawn from both industry and research organizations. These projects will be developed under the direction of the course instructor and members of the sponsoring organization. Prerequisite: CS320.

3 credit hours.

CS482 Senior Software Project II

This course is an elective course for Computer Science majors. It is a continuation of CS481 (Senior Software Project I). It is also to be taken by the student (or student team) provided the project begun in CS481 is considered to be large enough to warrant two full semesters of project activity. The course instructor and members of the sponsoring organization will determine if this condition is met. The two most likely cases are: projects of a type that have taken two semesters when they have been completed by student-industry teams before, or projects which grow into a larger project as unforeseen positive results in CS481 warrant further investigation into a fruitful area(s) that will take another semester to complete. Prerequisite: CS481.

3 credit hours.

CS490 Computer Science Internship I

This is an elective course for Computer Science majors. In it, the student carries out a planned and supervised work experience in the field of

computer science at a selected cooperating firm. The student may undergo supplementary training provided by the firm. The student will be required to submit a final report of the internship experience and will be subject to a final performance appraisal by his/her employer. The program requires approximately ten hours per week for twelve weeks. Prerequisite: IFS325.

3 credit hours.

CS491 Computer Science Internship II

This is an elective course for Computer Science majors. In it, the student carries out a planned and supervised work experience in the field of computer science at a selected cooperating firm. The student may undergo supplementary training

provided by the firm. The student will be required to submit a final report of the internship experience and will be subject to a final performance appraisal by his/her employer. The program requires approximately ten hours per week for twelve weeks. Prerequisite: CS490.

3 credit hours.

CS495, CS496, CS497 Special Topics in Computer Science

This course is designed to present relevant topics in the rapidly changing computer field. This course will typically be restricted to upper-level computer science majors, and offered based on staff availability and student interest.

3 credit hours.

CLINICAL LABORATORY SCIENCE

CLS401 (MT401) Clinical Microbiology**

Identification and clinical pathology of bacteria, fungi, viruses and parasites. Techniques to isolate, stain, culture and determine antimicrobial susceptibility. Instrumentation; quality control.

CLS402 (MT402) Clinical Chemistry**

A study of enzymology, endocrinology, biochemistry of lipids, carbohydrates and proteins, metabolism of nitrogenous end products, physiology and metabolism of fluids and electrolytes and toxicology as related to the body and diseases. The technical procedures include colorimetry, spectrophotometry, electrophoresis, chromatography, automation and quality control.

CLS403 (MT403) Clinical Hematology/Coagulation**

A study of the composition and function of blood; diseases related to blood disorders; the role of platelets and coagulation. Manual and automated techniques of diagnostic tests for abnormalities.

CLS404 (MT404) Clinical Immunohematology**

A study of blood antigens, antibodies, cross-matching, hemolytic diseases, and related diagnostic tests. An in-depth study of blood donor service and its many facets such as transfusions, medico-legal aspects, etc.

CLS405 (MT405) Clinical Immunology/Serology**

A study of immune response, immunoglobulins, autoimmunity and complement and related tests and disease. Survey and demonstration of serological diagnostic tests.

CLS406 (MT406) Clinical Seminar**

Courses not included in the above, such as orientation, laboratory management, education, or clinical microscopy; and other courses unique to the individual hospital program.

**These courses are taken at the hospital where the students have been admitted for their clinical (senior) year in the Clinical Laboratory Science major.

COMMUNICATION

CM100, CM101, CM102, CM103

Public Speaking Practicum

Fall-Spring Semesters

Directed experiences in verbal and nonverbal communication, performance, listening, and other special topics. Credit is given for speeches made in the community, on campus, and/or with the forensics team at intercollegiate competitions.

1 credit hour per semester up to 4.

CM104 Human Communication

Fall-Spring Semester

An introduction to the dynamics of speech communication, including analysis of the variables inherent in intrapersonal, interpersonal, small group, and public communication. The student will learn to analyze communication situations and develop criteria for determining the effectiveness of speech by participation in speaking and evaluation assignments.

3 credit hours.

CM132, CM133, CM134, CM135

Radio Practicum

Fall-Spring Semesters

An opportunity to participate in the various activities of an on-air radio station, including announcing, news gathering and presentation, programming, copy writing, and record and tape library activities.

1 credit hour per semester, up to 4.

CM150 Beginning Sign Language

Fall-Spring Semesters

An introduction to American Sign Language, including the manual alphabet, an introduction to deaf culture, basic signs, and the history and place of signed communication in society.

1 credit hour.

CM206 Communication Theory

Fall-Spring Semesters

An introduction to the most important theories and principles of communication. Students learn

to appreciate the use of theory and its application to a wide variety of communication contexts and behaviors. Prerequisite: CM104 or taken concurrently with CM104.

3 credit hours.

CM207 Rhetoric and Public Address

Spring Semester

The study and research of the theoretical, philosophical and historical bases of rhetorical theory from the ancient Greeks and Romans through the present day. Emphasis will be placed on rhetoric as a practical art (public address) and as scholarly pursuit (rhetorical criticism). Students will evaluate contemporary speeches applying developed skills.

3 credit hours.

CM211 Mass Communication

Fall-Spring Semesters

A survey of the theories, technologies, industries, and practice of Mass Communication. Included is an examination of the media as an institution of both popular culture and art, as well as the development of critical evaluation skills necessary for understanding the effects of mass communication on society.

3 credit hours.

CM212 Public Speaking

Spring Semester

A study of public speaking, through theory and performance, with emphasis on audience analysis and the rhetorical situation. Organization, content, style, and delivery will be studied. Students will give a minimum of three speeches. Prerequisite: CM104.

3 credit hours.

CM221 Introduction to Public Relations

Fall-Spring Semesters

This course examines theory, strategies, and ethics used in the practice of public relations. Students focus on research, planning, audience reach, and evaluation of public relations in corporate, governmental, educational, and international settings.

Students are introduced to written, spoken, and visual communication techniques. Students are evaluated by exams, case studies, and a paper exploring an area of public relations.

3 credit hours.

CM222 Nonverbal Communication

Fall Semester—Odd years

This course will identify and discuss the primary categories of nonverbal communication behavior utilized in daily communication activities. Material will be applied to a variety of common communication contexts, i.e. interpersonal, business, and academic relationships.

3 credit hours.

CM226 Audio Production

Fall—Spring Semesters

Audio Production I is an introductory course to the technology utilized in audio production and audio recording. Students will receive instruction in studio/control room recording techniques (i.e. acoustics, audio mixers, connectivity, microphone design/ placement, and storage devices). Students will learn the process of recording live talent to analog and digital storage devices. Students are expected to produce professional quality audio projects. Application of audio production to radio and television broadcasting will also be discussed.

3 credit hours.

CM231 Radio Production I

Fall Semester

Theory and practice in radio studio production techniques, including operation of studio and control room equipment and remote production techniques. Students produce a variety of program material. Prerequisite: CM226.

3 credit hours.

3 hour practicum

CM242 Video Production I

Fall—Spring Semesters

A study of the practical and aesthetic facts in basic video production, including the operation of cameras, lighting, performance, studio functions, editing, and electronic field production. Industry

opportunities and practices are also addressed. Prerequisite: CM226.

4 credit hours.

4 hours practicum

CM250 Advanced Sign Language

Fall—Spring Semesters

A more intensive examination of the linguistics of signed languages and deaf culture and an emphasis on receptive language skills and increased vocabulary. Prerequisite: CM150.

1 credit hour.

CM271 Print Media Writing

Fall—Spring Semesters

This course provides an overview of the theory and practice of gathering, writing, and editing material for the media, including news stories and other types of articles used by the media. Students will learn journalistic style and contemporary media writing formats. In addition, the course will include legal and ethical considerations as well as responsibilities of journalists.

3 credit hours.

CM304 Group Discussion

Fall Semester—Even years

A study of the theories and skills associated with group decision making and problem solving. Students will learn the elements of participation and leadership, and will develop an understanding of how groups operate.

3 credit hours.

CM310 Argumentation and Debate

Fall Semester—Even Years

An examination of traditional and contemporary theories of argumentation and debate including methods of reasoning in argumentation, issues analysis, and the strategy and tactics of case construction. Students will participate in debate.

3 credit hours.

CM321 Writing for Public Relations

Fall—Spring Semesters

This course is designed to develop knowledge, skill, and abilities in the production of public re-

lations materials for print, broadcast, and web-based media. Students are required to produce a portfolio of written materials, which may include media kits, brochures, releases, fact sheets, back-grounders, newsletters, feature articles, speeches, and public service announcements. Students are evaluated by exams and the quality of their written work. Prerequisites: CM221 and CM271.

3 credit hours.

CM322 Media Relations

Spring Semester

This course offers knowledge and skills in understanding local, regional, national, and international media needs, function, and demands; theories and methods in developing news; pitching stories, facilitating and accommodating media in news conference, briefing, and on-scene locations. Course will involve developing of media list matrix; coverage planning; sequential time planning, video news release development, production and satellite distribution; on-scene staging, pool coverage, web-based media support, coverage measurement and cost-benefit analysis, audience analysis. Prerequisites: CM221 and CM321.

3 credit hours.

CM323 Publications Editing and Design

Spring Semester

This course will offer students the opportunity to learn and apply editing and design techniques to organizational publications. Students will learn to conceptualize, create and design public relations materials for a variety of printed media to reach target audiences. Students will use appropriate desktop publishing software. While prior knowledge of publishing software is not necessary, students should have sufficient familiarity with computers to quickly learn how to use the software. Prerequisite: CM321 and Junior standing.

3 credit hours.

CM327 Persuasion

Fall Semester

A study of the history and theory of persuasion. Course content includes a critical examination of

the elements of persuasion, how persuasion functions in society, and the effects of communication contexts upon the structure of the persuasive message. Prerequisite: CM206.

3 credit hours.

CM328 Organizational Communication

Spring Semester—Odd years

An examination of how communication functions within an organizational setting. Course content focuses on the theories, flow, purpose and media used by organizations to communicate. Attention is also given to the methods by which organizational communication is evaluated. Prerequisite: CM206.

3 credit hours.

CM329 Interpersonal Communication

Spring Semester

Students will combine current theories of interpersonal communication and related concepts and apply these to daily interpersonal interactions with friends, family, peers and coworkers. Prerequisite: CM206.

3 credit hours.

CM332 Media Writing

Spring Semester

The application of creativity in copywriting and production of radio, television commercials, public service announcements, campaigns and programs and promotions for broadcast and web-based platforms. Students concentrate on client need, audience analysis, idea conceptualization, scripting, timing, and production technique integration. Students are responsible for the production of script copy portfolios and spot or program production. Prerequisites: CM226 and CM242.

3 credit hours.

CM333 Broadcast Portfolio I

Spring Semester

Broadcast Portfolio I offers the student the opportunity to obtain practical experience in basic studio and field production of a broadcast quality live and pre-recorded program. Students are responsible

for performing most of the tasks involved in programming of this type. Prerequisite: CM242.

3 credit hours.

CM336 Audio Production II

Fall-Spring Semesters

This course is a continuation of Audio Production I, stressing a higher level of technical and aesthetic skills. Instruction focuses on developing the complex skills involved with computer-based audio production as it applies to music, radio, and video production. The Federal Communication Commission's rules and regulations that apply to the practical issues of audio production will also be discussed. Prerequisites: CM226 & CM211 or MUS297.

3 credit hours.

CM340 News Writing and Production

Fall Semester

This intensive studio course introduces students to broadcast journalism, newsgathering, and newscast production. Students are responsible for writing and delivering radio and television news and producing broadcast quality newscasts. Evaluation includes exams, writing and air check samples and production assessment. Prerequisite: CM226 and CM242.

3 credit hours.

CM341 Video Production II

Fall-Spring Semesters

Extensive study of the composition of the visual image, as well as continued instruction in higher level digital video production, broadcast techniques and linear and nonlinear editing. Students apply these advanced aesthetic and technical considerations through a variety of independently produced video projects. Prerequisite: CM242.

4 credit hours.

4 hours practicum.

CM355 Electronic News Reporting

Spring Semester

This course involves the study and development of skills and style in news reporting, videojournalism, and on-scene and on-set performance. Course grading includes exams, on-camera per-

formance, and assessment of news knowledge, news writing, and editing quality. Prerequisite: CM340.

3 credit hours.

CM402 Communication Seminar

Fall Semester

This capstone course for Public Relations and Speech Communication majors involves an intensive examination of communication theories and concepts through directed research and writing. Students develop skills in qualitative and quantitative research and data analysis. Course evaluation requires successful completion of a formal communication or public relations research project. Prerequisite: The completion of 90 credit hours, including 12 credits in speech or public relations courses.

3 credit hours.

CM410 Media Management

Fall-Spring Semesters

This course explores the duties, tasks and responsibilities of a media manager within a multi-dimensional corporate environment. Issues of staffing, budgeting, production scheduling, equipment acquisition, planned obsolescence and delivery mechanisms will be discussed. Particular emphasis will be placed on planning and managing expanding applications of media technologies throughout the organization. Prerequisite: CM242.

3 credit hours.

CM415 Public Relations Planning

Fall-Spring Semesters

This course provides an in-depth study of the strategic planning process used in developing, implementing, and evaluating public relations programs to achieve organizational objectives. Award-winning public relations strategies are analyzed to determine how practitioners solve problems in a variety of situations. Prerequisite: CM221.

3 credit hours.

CM421 Public Relations

Campaign Strategies

Fall-Spring Semesters

Students work as agency groups responsible for the development of a public relations campaign for a

local client organization. Students are evaluated by exams, assessment of campaigns, and related presentations. Prerequisites: CM321 and CM415.

3 credit hours.

CM423 Crisis Communications Management

Fall Semesters

This course is designed to help prepare future public relations managers to plan for and to manage communications for organizations during a crisis. Topics include: defining and identifying types of crises, developing communications plans for crises, defining and understanding the roles of risk management and issues management, and learning techniques for managing communications before, during, and after a crisis event. Students will develop a crisis communication plan. Prerequisite: CM421 and Junior standing.

3 credit hours.

CM426 Audio Production III

Fall-Spring Semesters

Audio Production III is designed for students with a strong commitment to the study of music recording and production. The course provides an intensive analysis of field and studio recording techniques with an emphasis on multi-track audio production and engineering. Techniques of music production, sound design, and live/field recording are examined. Prerequisites: CM336 & MUS181 or MUS182 & MUS200 or MUS290.

3 credit hours.

CM431 Advanced Production

Fall Semester

Advanced Production affords students the opportunity to concentrate for a semester on the intensive production of professional quality narrative, documentary, journalistic and/or experimental video projects. Prerequisite: CM341.

3 credit hours.

CM433 Broadcast Portfolio II

Spring Semester

This course offers eligible students practical experience in advanced television studio and field production duties, tasks and responsibilities for

the purpose of producing a live and pre-recorded broadcast quality program. Students will assume the roles of above-the-line personnel. Prerequisite: CM341.

3 credit hours.

CM434 Media Law and Ethics

Fall-Spring Semesters

This course examines both the law and ethics of media use as they apply to the concerns of the Public Relations and media professional. Issues covered include privacy, censorship, defamation, obscenity, access to information, false advertising, and media regulations, among others. Prerequisite: CM206.

3 credit hours.

CM444 Special Topics in Communication

Thorough study of selected themes and issues in communication, such as gender communication, health communication, and political communication patterns. The specific topics may be suggested by faculty members or students. Students may take this course only once.

3 credit hours.

CM450, CM451 Communication Internship

Planned and supervised work experience in oral or written communications at selected cooperating firms or organizations. Supplementary training conferences, reports and appraisals. Prerequisite: 60 credits completed. 2.5 overall GPA and departmental approval of each student participant's individual program.

3 credit hours.

CM498, CM499 Independent Study

An opportunity for the student who wishes to undertake a well-defined research project. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisite: 60 credits completed and 2.5 overall G.P.A.

3 credit hours.

CRIMINAL JUSTICE

CJA101 Introduction to Criminal Justice

Fall-Spring Semesters

This course is designed to provide students with an understanding of criminal justice as an academic discipline, of the social and historical context of crime and justice in a democracy, and of the administration of America's criminal justice system.

3 credit hours.

CJA102 Introduction to Security and Asset Protection

Fall-Spring Semesters

An introduction to the theories, history, and contemporary practices involved in asset protection. Coverage includes private investigation and the security service industry. Student preparation for the Certified Protection Officer (CPO) examination will also be included. Prerequisite: CJA101.

3 credit hours.

CJA110 Juvenile Delinquency

Fall-Spring Semesters

The course covers the history and development of the concept of delinquency, nature and extent of delinquency, theories of delinquency, and environmental influences on delinquency. Prerequisite: CJA101.

3 credit hours.

CJA203 Ethical Issues in Criminal Justice

Fall-Spring Semesters

The course introduces students to the foundations of philosophical and moral thinking. These principles are then incorporated into criminal justice settings with cases and readings that focus on professional-oriented ethical issues encountered in the administration of justice. Prerequisite: CJA101.

3 credit hours.

CJA230 Introduction to Criminalistics

Fall-Spring Semesters

This is the first course in the forensic science curriculum. It is designed as scientific overview of several areas of forensic science. Some of the

areas of study are: history of Criminalistics, experts in the field of forensic science, fingerprinting, impression evidence, handwriting analysis, glass analysis, firearms, forensic serology, fire debris, and expert witnesses. Laboratory time is spent analyzing evidence discussed in several of these topics.

3 class periods.

1 three-hour laboratory (CJA231/FCM201).

4 credit hours.

CJA295 Criminal Justice Research Methods I

Fall Semester

The course introduces students to research design most useful for the study of criminal justice problems, program evaluation, and policy analysis. The course will focus on the advantages and limitations and the appropriateness of specific methodological approaches. Prerequisite: CJA101.

3 credit hours.

CJA296 Criminal Justice Research Methods II

Spring Semester

This course is a continuation of CJA295 and is the second part of the research methods statistics sequence. The course reviews descriptive and inferential statistical techniques appropriate for use in criminal justice research. Students will be required to use these techniques when analyzing criminal justice datasets. Prerequisites: CJA101 and CJA295.

3 credit hours.

CJA302 Criminal Law

Fall-Spring Semesters

An examination of the general principles of substantive criminal law including the general principles of criminal liability and the elements and defenses to criminal offenses. Prerequisite: CJA101.

3 credit hours.

CJA303/WGS303 Gender and Crime

Spring Semester

This course examines the variations of punishment and patterns in female criminality vs. male

criminality across age, class, and race. This course will also review the strengths and weaknesses of theories of crime as applied to women as victims and offenders and explores the occupational segregation by gender in criminal justice professions. Prerequisite: CJA101.

3 credit hours.

CJA304 Legal Standards of Security/ Asset Protection

Spring Semester—Even-numbered years

An examination of federal, state and local laws, which impact upon the protection of assets and the conduct of investigations. Standards of professional practice, licensing, administrative regulations, civil liability and law relating to employment practices will be covered. Prerequisite: CJA101.

3 credit hours.

CJA305 Criminal Investigation

Fall Semester

This course examines the fundamental principles and practices of criminal investigation. Intelligence acquisition, surveillance, interviewing and interrogation, crime scene investigation, physical evidence, and the legal aspects of investigation will be addressed. Prerequisite: CJA101.

3 credit hours.

CJA310 Victimology

Fall Semester

This course will provide students with a global perspective on the study of victimology and an overview of the history, development, and current treatment of crime victims by the criminal justice system. Topics include victims of sexual assault, domestic violence, child maltreatment, violence against the elderly, school and workplace violence, victims of hate crimes, and victims' rights. Prerequisite: CJA101.

3 credit hours.

CJA311 Criminal Prevention and Physical Security

Fall Semester

This course involves a comprehensive and critical examination of practices used by business, gov-

ernment, and non-profit organizations to reduce the harm associated with violence, theft, and terrorism. Prerequisite: CJA101.

3 credit hours.

CJA323 Arson and Bomb Investigation

Fall Semester

Methods of scientific analysis are used in the investigation of fires, bombs and explosives, bullets and cartridges. Glass and document evidence are also examined. The value of the evidence and its presentation in court are discussed. Prerequisite: CJA230.

3 credit hours.

CJA334 Policing in America

Fall Semester

A critical examination of the historical development of law enforcement in Great Britain and America, policing reforms, the role of law enforcement in a democracy, and current trends and issues. Prerequisite: CJA101.

3 credit hours.

CJA336 Judicial Process

Spring Semester

The course uses a social science and policy analysis perspective to examine the history and structure of America's adult courts, the interrelationship between the trial court and its social, economic, and political environments, as well as the major participants in the court, the trial process, and sentencing. Prerequisite: CJA101.

3 credit hours.

CJA337 Punishment and Corrections

Spring Semester

A review of the history of criminal punishment, rationales for punishment, correctional reforms, the structure of modern prison systems, community-based corrections, intermediate sanctions, and current issues. Prerequisite: CJA101.

3 credit hours.

CJA341 Criminal Procedure

Fall-Spring Semesters

A survey and analysis of United States Supreme Court decisions involving the constitutional rights of individuals in the criminal process and the

remedies available for the violation of those rights. Prerequisite: CJA101.

3 credit hours.

CJA347 Community-Based Corrections

Fall Semester

An examination of the historical development of the major community-based correctional programs (probation and parole) and intermediate sanctions, the relationship between the community and correctional system, current community correctional programs, including restorative justice, as well as an evaluation of their efficacy utilizing the latest research findings and evaluation studies. Prerequisites: CJA101.

3 credit hours.

CJA348 Juvenile Justice

Fall Semester

The course focuses on the contemporary juvenile justice system by reviewing and analyzing recent legal cases, research studies, evaluation reports, and public policy initiatives in the field of juvenile justice. Prerequisites: CJA101 and CJA110.

3 credit hours.

CJA349 Comparative Criminal Justice

Fall Semester (odd-numbered years)

Examines the incidence of crime, measures of crime, and criminal justice policies and procedures from a comparative perspective. While the primary focus is on a comparison between the United States and other common-law countries, additional countries are also examined. Prerequisites: CJA101 and junior standing.

3 credit hours.

CJA360, CJA361 Experiential Learning in Criminal Justice

Fall-Spring Semesters

This course is designed to provide students with an introduction to the field of criminal justice as a profession. Each student will complete a minimum of 120 hours in an assigned field placement so that he/she can obtain familiarity with one area of the criminal justice field. Students will be ex-

pected to reflect critically on their field experience, using their knowledge of theory and policy. Students are limited to a maximum of 6 credit hours. Each credit hour requires 40 hours of field placement. Prerequisite: An application is required during the semester preceding the academic term in which the student desires to perform the experiential learning; approval of the instructor prior to the beginning of the internship; minimum GPA 2.00; and junior/senior standing. This course is graded on a pass/fail basis.

3 or 6 credit hours.

CJA362 Crime Scene Processing

Fall-Spring Semesters

This hands-on course focuses on the proper methods of processing a crime scene to find the physical evidence, protect it, document it, package it and transport it to the laboratory facility. Scene security, sketching, photography, evidence packaging and fingerprint processing will be covered. Mock crime scenes will also be used as teaching aides. Prerequisite: FCM200/CJA230.

3 credit hours.

CJA364 Policing Communities

Fall Semester

This course examines the ways through which police services are delivered to communities. The underlying philosophies guiding police service delivery and specific strategies will be discussed and assessed by examining recent empirical research studies. Attention will be paid to contemporary law enforcement reforms such as community policing, zero-tolerance policing, and problem-oriented policing and how these reforms are translated into police practice. Prerequisite: CJA101.

3 credit hours.

CJA380 Special Topics in Criminal Justice

Fall-Spring Semesters

An intensive examination of a specialized topic in the field of criminal justice. Topics will vary according to the instructor. May be taken more than once provided the subject matter is not repeated. Maximum of 6 hours of credit.

3 credit hours.

CJA383 White Collar Crime*Spring Semester*

The course will introduce students to a variety of topics and issues in the white collar crime area. The course will examine types, causes, and the measurement of white collar crime. Specifically, the course will review the debate regarding the definition of white collar crime, overview the costs of the white collar and corporate crime society, examine the various theories of white collar criminality and explore the use of criminal sanctions to address this type of criminality. Prerequisite: CJA101.

3 credit hours.

CJA386 Death Investigation*Fall Semester*

This course will provide students with an understanding of basic death investigation scene techniques, death investigation procedures, and laws pertaining to death investigation. Various types of death will be discussed with an emphasis on the death investigator's role. Prerequisite: CJA101.

3 credit hours.

CJA401 Security Planning and Supervision*Spring Semester (odd-numbered years)*

This course focuses on the human resource management aspects of security/asset protection. Selection, training, and supervision of protective services personnel will be covered. Student preparation for completion of the security supervisor program will be included. Prerequisite: CJA101.

3 credit hours.

CJA403 Conflict Analysis and Management*Spring Semester (even-numbered years)*

This course explores the fundamentals of conflict analysis and its management, settlement, or resolution in a variety of settings, including the administration of justice. Also, the course is designed to develop student skills in the analysis of conflicts using negotiation, mediation, collaborative problem solving, and other processes and techniques. Prerequisites: CJA101 and junior standing.

3 credit hours.

CJA405 Substance Abuse and the Criminal Justice System*Spring Semester*

The course will explore the nature of the drug-crime relationship and provide an overview of the history and development of drug control policies in America. Prerequisites: CJA101 and junior standing.

3 credit hours.

CJA491 Senior Seminar*Fall-Spring Semesters*

This capstone criminal justice course provides students with the opportunity to integrate and synthesize previous coursework in criminal justice. Drawing upon this knowledge, students will be required to engage in significant research, demonstrating proficiency in the use of criminal justice information resources, research methodologies, and statistics. Prerequisites: CJA101, CJA295, CJA296, and 12 additional hours in Criminal Justice.

3 credit hours.

CJA498, CJA499 Independent Study

Independent study or research on a selected subject in criminal justice under the direction of a faculty member with the approval of the program coordinator. Prior to registering for the course, a student must prepare a written proposal and secure an individual faculty member's approval. May be repeated for a maximum of three hours credit. Prerequisite: Permission of the instructor and criminal justice coordinator, junior/senior standing, and 12 hours in criminal justice.

1–3 credit hours each semester.

FORENSIC CHEMISTRY**FCM410 Forensic Body Fluid Analysis***Spring Semester*

This course examines blood and other body fluids found at crime scenes. The history of the development of forensic serology, handling fluids at a crime scene, blood splatter interpretation, the specific sequence of tests used in body fluid analysis, DNA analysis and court presentation will

be covered. Prerequisites: FCM200, CHM236, BIO150.

3 class periods.

1 three-hour laboratory.

4 credit hours.

FCM451 Forensic Laboratory Experience

Spring Semester

This laboratory-based course is designed to give the advanced student crime laboratory experience in examining, analyzing, and identifying evidence. In several simulated court presentations, students sharpen their skill in presenting evidence as a scientific expert. The areas covered are: hairs, fibers and polymers, glass, soil, gunshot residue, fire and bomb debris, and drugs. Prerequisites: FCM200, CHM236, CHM338.

2 three-hour laboratories.

2 credit hours.

FCM480 Forensic Chemistry Independent Study

In this course, the student chooses an in-depth study in a specialized area of forensic chemistry. The study will apply existing research to gain insight into the area(s) studied and/or contribute research or techniques to the field of forensic chemistry. Prerequisites: FCM200, CHM236, CHM338.

3 credit hours.

FCM490 Forensic Chemistry Internship

This off-campus internship is designed to give the student an opportunity to expand and apply their classroom knowledge through workplace-gained experience in forensic chemistry. The site supervisor and faculty supervisor will develop the internship criteria and then evaluate the student's performance. Prerequisites: FCM200, CHM236, CHM338.

3 credit hours.

EARTH/SPACE SCIENCE

ESS152 Earth and Space Science

Fall-Spring Semesters

Earth and Space Science is an introductory laboratory-oriented course which includes a study of the basic principles of geology and astronomy. By using the scientific method, the course covers a study of the earth, the study of the formation of common rocks and minerals, rock classification, mountain building, the structure of the earth, geological processes that create the surface landscape, plate tectonics, geologic and topographic maps, the solar system, planetary motion, the sun and star evolution, the moon and celestial observation. Field trips are part of this course.

2 class periods.

1 three-hour laboratory period (ESS153).

3 credit hours. Satisfies ADR III.

ESS154 Introduction to Astronomy

Spring Semesters (odd numbered years)

This laboratory oriented introductory course will examine: historical aspects of astronomy; evidence of the origin and evolution of the universe, galaxies,

stars, solar system, and earth; space exploration—past, present and future; and a detailed investigation of our solar system with emphasis on the sun, moon and planets. Mathematical computations, computer activities, and field trips to observatories and planetariums are part of this course.

2 class periods.

1 three-hour laboratory period (ESS155).

3 credit hours. Satisfies ADR III.

ESS481, ESS482 Independent Study in Earth Sciences

This course provides an opportunity for in-depth study in a specialized Earth Science area. This may involve novel research which contributes to the general knowledge of Earth Science or a review of topics which connects the existing knowledge in a new way. Faculty mentoring will play an integral role in the completion of this course as will the fostering of student responsibility for the learning and research processes. Prerequisites: ESS152, MAT105, PHY110, PHY112 or by instructor's permission. Satisfies ADR III.

ECONOMICS

ECO200 Principles of Economics (Macro)

Fall Semester

The study of aggregate or total economic activity. Topics such as employment, inflation, and production are analyzed in relation to national economic policies. This course is not open to freshmen.

3 credit hours. Satisfies ADR II.

ECO201 Principles of Economics (Micro)

Spring Semester

The study of individual decision makers within the economy. Price and output determination is explained by the interaction of supply and demand, the behavior of the firm and the household, and the impact of various market structures. Prerequisite: Completion of ECO200 with a grade of 2 or better. This course is not open to freshmen.

3 credit hours. Satisfies ADR II.

ECO300 Economic Perspectives

Fall Semester

This course is designed to help students to "think like economists." It puts economics in the context of other social sciences by applying economic analysis to general questions of social organization. The course emphasizes the ongoing evolution of social systems. A variety of topics will be considered in class. There will also be opportunities for students to apply economic analysis to topics of individual interest.

3 credit hours. Satisfies ADR II.

ECO310 Intermediate Macroeconomics, Money and Banking

Fall Semester

An analysis of money and credit and their relation to economic activity and prices; organization, operation, and functions of the commercial banking system; structure, objectives, functions, and instruments of control of the Federal Reserve System; monetary policy and international financial relationships. Prerequisite: Completion of ECO201 and two semesters of accounting with grades of 2 or better.

3 credit hours.

ECO325 Mathematical Economics

Application of mathematical analysis to economic concepts is presented. Mathematical techniques such as derivatives and linear algebra are utilized. Particular attention is given to static analysis, comparative-static analysis and optimization problems in economics. Prerequisite: Completion of ECO201 and MAT120 with grades of 2 or better.

3 credit hours.

ECO340 Economic Development

An examination of the political, social, and economic problems and policy issues of developing countries in achieving adequate economic development. Theories of economic growth and their relevance to current problems such as capital formation, population, growth, inequality, poverty, unemployment, international investment, and international assistance are discussed. Prerequisite: Completion of ECO201 with a grade of 2 or better.

3 credit hours.

ECO350 Intermediate Microeconomics

Spring Semester

The foundations of price theory, including an analysis of consumer and firm behavior, competition and efficiency, factor markets, income distribution, and general equilibrium. Prerequisite: Completion of ECO201 with a grade of 2 or better.

3 credit hours.

ECO375 History of Economic Thought

A study of the history of economic thought from time of Adam Smith to the present. The events and ideas of the great economists are explored in order to understand their convergence to contemporary economic crossroads. Prerequisites: Completion of ECO310 and ECO350 with a grade of 2 or better.

3 credit hours.

ECO400 International Economics

Spring Semester

A study of factors affecting international trade, including resource allocation, motives for methods

of protectionism, foreign exchange and currency valuation, international debt, the role of risk in international trade and finance, and economic growth. Prerequisite: Completion of ECO201 with a grade of 2 or better.

3 credit hours.

ECO450 Economics and Finance Seminar

Spring Semester

Selected readings, discussions, and papers on topics which provide a capstone experience which will emphasize an integration of the courses taken

within the major. Prerequisite: Senior standing in the major.

3 credit hours.

ECO490, ECO491 Economics and Finance Internship

Planned and supervised work experience at selected cooperating firms. Supplementary training conference, reports and appraisals. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be Pass/Fail.

3 credit hours.

EDUCATION

ED200 Instructional Technology

Fall-Spring Semesters

Instructional Technology in Education is a basic course in the design, development, selection, utilization, management, and evaluation resources for enhancing the teaching/learning process through the judicious use of technology in the classroom. The term "technology" in this course refers to traditional media (i.e., print materials, overhead transparencies, instructional displays) and to advanced technologies (i.e., laserdiscs, CD-ROM, PDA's, digitized audio/video, telecommunications, etc.). Through lectures, hands-on practice, skill-building activities, small group work sessions, and interdisciplinary projects, participants will integrate these technologies into active learning environments, aimed primarily toward K-12 students.

3 credit hours.

ED221 Introduction to American Education

Fall-Spring Semesters

setting, the functions of schools in a changing society, community and governmental influences upon education, the school as both producer and product of change, and the historical/philosophical influences on the American educational insti-

tutions. Relates the teacher's roles and surveys philosophical influences.

3 credit hours.

ED234 Storytelling Practicum

Fall Semester

This course will introduce the background of storytelling and create an awareness of this art form. Discovering how to find a story to tell, work it and tell it will provide techniques and strategies that can be used in all areas of communication. The many personal and professional uses for storytelling will be explored, as well as a variety of ways in which to present a story. Members of the class will have the opportunity to become part of the York College Storytelling Troupe, and perform throughout the community. In addition to learning how to effectively tell a story, students will develop poise, self-confidence and self-esteem. The course is appropriate for elementary and secondary majors as well as others who wish to enhance their public speaking skills.

1 credit hours.

ED307 Responding to Emergencies

Fall-Spring Semesters

This course is designed to give the layman whether at work, coaching, or at home the neces-

sary knowledge to give immediate care to the sick or injured. The course also involves basic anatomy and physiology and an orientation in safety. Nationally recognized certification in First Aid, AED, and CPR will be awarded upon successful completion of the course and the satisfying of the certifying agencies' requirements.

3 credit hours.

ED309 Principles of Athletic Coaching

Spring Semester

A course designed to supply students with an ethically and educationally sound philosophy underlying the inclusion of competitive athletics in the education program. It is designed to provide a background of psychological and physiological insights to enable the beginning coach to effectively teach individual and group motor skills.

3 credit hours.

ED311 Prevention and Treatment of Athletic Injuries—Level I

Fall Semester

This course is designed to provide the student with insights and skills necessary to handle basic sport injury situations. Course content deals with the prevention and evaluation of common injuries and the basic treatment and management of these injuries.

3 credit hours.

ELEMENTARY EDUCATION

EE300 Teaching Language Arts and Children's Literature in Elementary School

Fall–Spring Semester

Prerequisites: ED221.

3 credit hours.

EE301 Foundations of Reading Instruction

Fall–Spring Semesters

Prerequisite: ED221.

3 credit hours.

EE302 Diagnostic and Remedial Reading

Fall–Spring Semesters

Surveys problems in diagnosing and handling of pupils' reading difficulties to include appraisal

techniques, procedures, and materials for corrective and remedial instruction. Conducting a Case Study with an individual child will constitute a significant portion of the workload in this course. Prerequisite: EE301, ED221.

3 credit hours.

EE304 Teaching Elementary Social Studies in Elementary School

Fall–Spring Semester

Preparation for teaching elementary school social studies. Course content deals with recent techniques, development in approaches, methods and materials for teaching social studies. Emphasis is on the utilization of children's literature in teaching social studies. Prerequisite: ED221.

3 credit hours.

EE310 Physical Education/Health in the Elementary Classroom

Fall–Spring Semesters

This course will provide the elementary classroom teacher with the knowledge and skills necessary to enable each child to achieve and maintain a physically active and healthful life. Course content will include stages of growth and development, understanding of movement concepts and skills, teaching strategies and techniques, and opportunities to apply this knowledge in class projects and activities. Prerequisite: PPES standing.

3 credit hours.

EE315 Teaching Mathematics in the Elementary School

Fall–Spring Semesters

Preparation for, and practice in, teaching elementary school mathematics. Potential teachers are provided with the essential strategies that facilitate the development of mathematical concepts in the elementary curriculum. The course includes instructional techniques, assessment, using children's literature and cooperative grouping through "hands-on" inquiry, process approaches that meet the National Council of Teachers of Mathematics (NCTM) standards. Prerequisites: ED221 and MAT115.

3 credit hours.

EE316 Teaching Science in the Elementary School*Fall-Spring Semesters*

Preparation for and practice in teaching elementary school science. Emphasis is placed on the inquiry approach and the development of concepts. The course includes instructional techniques, strategies to generate background knowledge, types of questions and tasks that facilitate intrinsic motivation, learning, and achievement, cooperative learning strategies, the use of children's literature in science, and assessment strategies. The course is designed to help potential teachers implement the national science standards. Prerequisites: ED221 and 2 science courses.

3 credit hours.

EE360 Psychology of Teaching and Learning/Elementary Education*Spring Semester*

This course is designed for Elementary Education majors with emphasis on topics appropriate for elementary education. This course is an examination of the psychological principles essential for effective teaching and learning. Focus is placed on the issues of intelligence, classroom management, learning theories, and assessment and evaluation. Prerequisite: PSY320 and PSY100 or PSY150.

3 credit hours.

EE380 Topics in Children's Literature*Fall-Spring Semesters*

This course is designed to offer prospective elementary classroom teachers an in-depth analysis of the best in children's literature, an overview of the qualities of good literature, and demonstrated methods of including literature throughout every subject area. Emphasis will be placed on an overview of the eight genres of literature, the elements of a good book, and the methods and procedures of incorporating literature into the curriculum.

3 credit hours.

EE390 Seminar in Curriculum*Fall-Spring Semesters*

Designed for elementary teacher candidates. Em-

phasis will be placed on the most current theories and practices relevant to specific disciplines within the elementary curriculum. These may include (but are not limited to) standards-based education, thematic instruction, current issues in reading and/or multiple intelligences. Prerequisite: PPES standing.

2-3 credit hours.

EE402/SE402 Legal Issues in Education*Fall-Spring Semesters*

Reviews public school structure and organization in terms of the teacher's role and the relationships with school board, administrators, supervisors, other professional and para-professional personnel, and school patrons. Familiarization with the legal foundations applicable to employment with functioning in a public school setting. In depth study of case law applicable to school issues. To be taken the academic term prior to the Professional Semester. Prerequisites: PPES standing.

2 credit hours.

EE403 Educational Evaluation*Fall-Spring Semesters*

This course is an introduction to the principles and procedures underlying effective assessment, evaluation and measurement of learning. Included will be commercial and teacher-constructed instruments, statistical treatment and interpretation of test scores and relevant procedures for appraising and reporting student progress. The course will deal with the establishment of cooperative assessment processes and how they can be fully integrated into every aspect of the curriculum. Assessment and evaluation as a decision-making process will also be emphasized. Prerequisite: PPES standing.

3 credit hours.

EE404/SE404 Student Teaching*Fall-Spring Semesters*

Under the supervision of college and cooperating staff, the student engages in the actual planning, conduct and evaluation of classroom learning activities. Focusing upon integration of all aspects

of the practicum is an integral part of the course. Prerequisites: Admission to the Professional Semester, successful completion of EE/SE402. \$220.00 fee (subject to change).

Full-time by appointment during last part of semester.

8 credit hours.

EE405/SE405/SPE405 Focused Studies in Education

Fall-Spring Semesters

This offering is intended only for Education majors initially scheduled for student teaching. Having not found satisfaction in the student teaching assignment, the student is relieved of these duties to pursue research and activities specifically related to a topic or project approved by the Department Chair. The student is required to submit tangible evidence of activities and resultant growth for evaluation. Prerequisite: Admission to the Professional Semester and permission of the Departmental Chair. May be scheduled during the professional semester only.

2 to 8 credit hours.

EE412/SE412 Student Teaching Practicum

Fall-Spring Semesters

A weekly meeting conducted during the Professional Semester. This is required of all student teachers and is designed to focus upon the integration of all aspects of the student teaching experience.

1 class period.

1 credit hour.

EE413/SE413 Selected Topics in Education

Fall-Spring Semesters

This course focuses on selected critical concerns facing teachers in today's classrooms. Among the issues addressed are working with exceptional children, classroom management, discipline strategies, safe schools and effective teaching. Students will participate in a variety of learning activities

and collaboration projects. Prerequisite: Admission to the Professional Semester.

3 credit hours.

EE416/SE416/SPE416 Directed Professional Educational Experience

Fall-Spring Semesters

For students choosing the Alternate Program. The student and supervising instructor create an academic and experiential plan of specific study reflective of a major interest outside of a public classroom setting. A package of content and assignments is designed to explore optional educational career themes. Prerequisites: All coursework required for admittance to the Professional Semester. \$220. fee (subject to change).

2 to 8 credit hours.

EE430 Professional Development

Fall-Spring Semesters

Designed for elementary teacher candidates. Emphasis will be placed on the most relevant professional issues and concerns facing the beginning teacher. These may include (but are not limited to) the following: teacher unions, professional ethics, working with parents, community support and agencies, teaching standards, safe school initiatives, and continuing professional development. This course is designed as a capstone course for the "Contemporary Topics" concentration. Prerequisite: PPES standing.

1-3 credit hours.

EE498, EE499/SE398, SE499 Independent Study

Fall-Spring Semesters

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1 to 3 credit hours each semester.

SECONDARY EDUCATION

SE310 Student Assistance Seminar

Fall-Spring Semesters

This course will enable pre-service teachers to understand how to utilize a school-based, systematic approach in dealing with complex student issues such as substance abuse and mental health problems. Student Assistance Seminar examines the etiology of problems in adolescence especially as they relate to school failure. Students will understand the purpose of student assistance programs and the value of using a systematic research based approach in removing barriers to learning. The use of professional behavioral observation and reporting will be stressed and the limitations of extending assistance consistent with the current legal framework will be discussed. Students will develop the skills necessary to engage parents and students in productive conversations about non-academic issues. Teaching methodologies employed will include discussion, case study analysis and simulations

1 credit hour.

SE350 The Secondary School Experience

Fall Semester

The responsibility of teaching, teacher, learning and learner comes into focus as the educational experiences of the adolescent are studied. Individual and group projects delve into the domain of secondary curriculum. The development and direction of the American secondary school system is investigated through the cooperative efforts of student and teacher. Issues and problems are researched as to their genesis, growth, and influence on today's classroom. Curricular materials, guides, projects, and approaches are reviewed and then compared to the identified needs of society and the individual. Prerequisites: ED221 or permission of the Director of Secondary Education, or instructor.

3 credit hours.

SE351 Teaching Strategies in the Secondary Schools

Spring Semester

Students and instructor share in the presentation and evaluation of individual mini-lessons. Mi-

croteaching techniques are used with videotaping procedures to practice and improve lesson presentation skills. Concentrated efforts are targeted on the development of techniques and methods that best enhance classroom learning. Discussion and group work combine to lend credence to course assignments and to give students direct experience with professional practices. Prerequisites: ED221 or permission of the Director of Secondary Education, or instructor (SE350 recommended).

3 credit hours.

SE352 Teaching Social Studies in the Secondary School

Spring Semester

The focus of this course is to research various social studies course curricula, methodological approaches and selected topical themes. Consideration is mainstreamed toward investigating the various approaches to the social studies and "how" they might best be integrated into a classroom of secondary students. Prerequisites: ED221, SE350 or permission of Director of Secondary Education (SE351 strongly recommended).

3 credit hours.

SE353 Teaching Secondary Communications/English

Fall Semester

This course provides preparation for and practice in teaching secondary English or Communications. Students prepare and present lesson plans for teaching a variety of skills and appreciations in the English classroom. Areas of concentration include language study (grammar), reading, literature, writing, listening, and speaking. Prerequisites: ED221, SE350 or permission of the Director of Secondary Education, or instructor (SE351 recommended).

3 credit hours.

SE354 Teaching General Science in the Secondary School

Spring Semester, even-numbered years and Summer Semester, odd-numbered years

Preparation for, and practice in, teaching general

science in the secondary school environment. Recent technology, development in approaches, methods and appropriate materials for teaching general science are explored. Emphasis is on a laboratory approach to teaching science and on laboratory skills through laboratory activities. Prerequisites: ED221, SE350 or permission by Director of Secondary Education, and instructor (SE351 recommended).

3 credit hours.

SE355 Teaching Mathematics in the Secondary School

Spring Semester

Preparation for, and practice in, teaching mathematics in the secondary school. Course content deals with recent techniques, developments in approaches and methods and materials for teaching mathematics. Prerequisites: ED200, ED221, SE350 or permission of Director of Secondary Education. (SE351 strongly recommended). Co-requisite: MAT355 should be scheduled within one year of Student Teaching.

3 credit hours.

SE360 Teaching Reading and Writing in the Content Areas

Fall-Spring Semesters

Introduction to strategies and techniques which secondary teachers use to help students understand and appreciate textual information. Since students at the middle/junior-high and high school level frequently require guidance as they attempt to learn and act upon new information, content area teachers have an important role in providing such guidance. Thus, this course prepares future secondary teachers with a wealth of student strategies to be used before, during, and after reading assignments.

1 credit hour.

SE361 Psychology of Teaching and Learning/Secondary Education

This course is designed for Secondary Education majors with emphasis on topics appropriate for secondary education. This course is an examination of the psychological principles essential for

effective teaching and learning. Focus is placed on the issues of intelligence, classroom management, learning theories, and assessment and evaluation. Prerequisite: PSY320 and PSY100 or PSY150.

3 credit hours.

SPECIAL EDUCATION

SPE205 ADHD and Autism Spectrum Disorder

Fall-Spring Semesters

This course provides an overview of two neurologically based developmental disorders, Attention Deficit Hyperactivity Disorder and Autism Spectrum Disorders. Symptoms, etiology, developmental course, and diagnostic criteria and assessment techniques will be examined in students N-12. Emphasis is placed on major treatment approaches regarding how to create and manage the educational environment to maximize opportunities for effective academic and behavioral interventions regarding deficits in communication, social competencies, and behavior. A 6-hour field experience is required. Prerequisite: PSY327 or PSY100/150.

3 credit hours.

SPE206 Emotional Support

Fall-Spring Semesters

Pre-service educators are provided with knowledge of the symptoms, etiology, diagnostic criteria and assessment techniques of students N-12 who exhibit severe mental, emotional, and behavioral deficits. Emphasis is placed on moral and social development, analysis of behavior, implementation of a functional behavioral assessment, development of individual educational plans (KEP's) and instructional strategies designed to address the needs of students who are behaviorally challenged, as well as on the role of paraprofessionals and parents as partners. A 9-hour field experience is required. Prerequisite: PSY327 or PSY100/150.

3 credit hours.

SPE302 Assistive Technology

Fall-Spring Semesters

This course provides prospective teachers with an

overview of assistive devices that can be implemented in classroom settings for individuals N-12 with communication deficits, visual and hearing impairments, physical challenges, and mild learning disabilities. Emphasis is placed on evaluating the needs of students who are challenged and selecting the appropriate technology which will bypass the disability in the classroom. Students are provided with resources on current devices and are given opportunities to examine and operate actual devices that they will encounter in the classroom. A 6-hour field experience is required. Prerequisite: PSY327 or PSY100/150.

2 credit hours.

SPE333 Assessment/Instructional Design: Specific Learning Disabilities

Fall-Spring Semesters

This is a core course in special education. It will examine a heterogeneous group of disabilities manifested by significant difficulties in acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities due to central nervous system dysfunction in students N-12. Content will focus on (1) the formal diagnostic process, (b) the assessment-teaching process using the clinical teaching model, (c) development and implementation of individual education plans (IEP's) and goals, (d) instructional strategies, and (e) various support services, partners, and delivery systems available. A 10-hour field experience is required. Prerequisites: PSY327 or PSY100/150.

3 credit hours.

SPE338 Assessment and Instructional Design: Mild, Moderate, and Severe Disabilities

Fall-Spring Semesters

This core course in special education will examine methods of informal and formal assessment and instructional design for students N-12 who are diagnosed with a range of disabilities. Emphasis will be placed on development of Individual Education Plans (IEP's) for students with developmental delays, sensory impairments, orthopedic impairments, traumatic brain injury,

other health impairments, and multiple disabilities. A 10-hour field experience is required. Prerequisite: SPE333.

3 credit hours.

SPE340 Behavioral Design/Intervention and Classroom Management

Fall-Spring Semesters

This comprehensive course addresses theoretical implications and practical applications of various affective and cognitive approaches to behavior. Emphasis is placed on ecological and functional behavioral assessments, analysis of behavior, and design of behavior support plans and intervention strategies for students N-12 with severe behavior problems. The course provides preparation and practice in listening and communication skills, development and implementation of individual and classroom management plans, and collaboration with paraprofessionals and parents as partners. A 9-hour field experience is required. Prerequisites: PSY327 or PSY100/150.

3 credit hours.

SPE351 Transitions in Special Education

Fall-Spring Semesters

Pre-service teachers are provided with skills necessary to facilitate the many transitions students N-12 make throughout their school years and continue to make through post-secondary options. Specific transitions of focus include pre-school to kindergarten, kindergarten to grade one, grade transitions through elementary, middle, and high school, and transitions to the world of work and/or college. This course will examine legal aspects of transitions, the role of transition coordinators, and the availability and services provided by outside agencies. No field experience is required. Prerequisites: PSY327 or PSY100/150.

3 credit hours.

SPE364 Educational Assessment

Fall-Spring Semesters

This course provides an overview of basic principles of formal and informal assessments that are commonly encountered by teachers in educational

settings. The first part of this course focuses on, validity, reliability, measures of central tendency and variation as well as test development with the goal of providing a basis for understanding specific test data and materials. The second part of the course addresses specific measures of assessment such as the Wechsler's Intelligence scale, Woodcock Johnson, Key Math Test, and curriculum based assessment. Prerequisites: PSY327 or PSY100/150, MAT111.

3 credit hours.

SPE412 Student Teaching Practicum in Special Education

Fall-Spring Semesters

One class period weekly is conducted during the second Professional Semester required of all student teachers majoring in the Elementary/Special Education Dual Certification Program. The course is designed to focus upon the integration of all aspects of the student teaching experience in special education. Co-requisites: SPE451 and SPE416.

1 credit hour.

SPE416 Student Teaching in Special Education

Fall-Spring Semesters

Under the supervision of College and cooperating staff, the student majoring in the Elementary /Special Education Dual Certification Program

engages in on-site planning, teaching, and evaluating classroom learning activities in a special education setting or settings. Focus on the integration of all aspects of the practicum is an integral part of this course. Prerequisites: Admission to Professional Semester, successful completion of EE402, EE404, EE412, and EE413. Co-requisites: SPE412 and SPE451.

This course is full-time by appointment during the semester after completion of the Student Teaching Semester in Elementary Education.

8 credit hours.

SPE451 Analysis of Research: Senior Seminar

Fall-Spring Semesters

Students who are majoring in the Elementary/Special Education Dual Certification Program enroll in this course during their second Professional Semester of student teaching. Pre-service teachers are provided with knowledge based research practices and models of instructional design that can be effectively applied to current practices in the field. This course includes development of an Individual Education Plan (IEP) based on assessment data and updates students with current information regarding the Pennsylvania Code of Professional Practice and Conduct for Educators. Co-requisites: SPE412 and SPE416.

3 credit hours.

ENGINEERING

REQUIRED COURSES

EGR100 EPADS I*

Fall Semester

This course is divided into two parts. In the first part, students are introduced to engineering design, team development, problem-solving methodologies, and a team design project, the purpose of which is to create, design, and build simple mechanical devices that will perform a specified function subject to several defined constraints.

Concurrent with this is a second part involving the development of engineering skills including PC Tools (such as MS Excel, Powerpoint, and Mathcad), computation using hand calculators, introduction to SolidWorks, and communication skills including oral, written, and pictorial communication.

2 credit hours.

*EPADS (Engineering Practice and Design Studio)

EGR102 EPADS II*Spring Semester*

This course is divided into two parts. In the first part, students create engineering teams and undertake a substantial client-based design project in order to learn the design process through direct experience. Students learn about project specifications (customer needs), creative idea formation, conceptual design, analysis, detailed design, documentation, manufacturing, and testing. Throughout the project, students practice skills for written, oral, and graphical communication with their teammates and with the project customer. Concurrent with this is a second part involving the machine shop. Here, students practice a variety of manufacturing processes such as welding, brazing, turning, milling, and grinding, and in so doing, complete a small project. Prerequisite: EGR100 or mechanical drawing experience.

2 credit hours.

EGR256 Computer Applications for Engineers*Fall Semester*

This course introduces the C/C++ programming language and teaches the students basic skills in developing algorithms, writing pseudo-code of algorithms, and writing structured programs. Students learn to translate models of physical problems into mathematical algorithms and, subsequently, into C/C++ code. Algorithm development is focused on but not limited to engineering related problems. Students are also exposed to the use of a microcontroller through simple applications and/or a project.

2 credit hours.

EGR258 Engineering Mathematics*Spring Semester*

This course is a basic engineering course in applied mathematics at the undergraduate level. Four interconnected topical areas are covered: matrices and systems of linear equations, functions of several variables including vector calculus, partial differential equations (PDEs) related to boundary value problems, and numerical methods for solving PDEs. Applications include

problems related to traffic flow, fluid mechanics, heat conduction, elasticity, electromagnetic theory, acoustics, and environmental pollution. Prerequisite: MAT272.

4 credit hours.

EGR290 Engineering Career Training Preparation*Spring Semester*

This one-credit-hour seminar prepares students for their first co-op work assignment. Activities may include industrial field trips to meet with York College co-op students who give tours and presentations of their engineering experiences. Senior engineering students who have finished their three co-op terms may be invited to present and discuss their experiences in a formal panel discussion. Guest speakers from industry, including an engineering co-op mentor and human resource manager, may be invited to discuss topics related to the real world of engineering work. Exercises may include role playing and situational ethics.

1 credit hour.

EGR305 Statistical Design and Process Control*Summer Semester*

This course involves the use of statistical methods for improving the design of products and processes, for determining the capability of processes to meet product design requirements, and for controlling processes to assure product quality. Topics include: random variation, induction and deduction; probability and statistics related to sampling distributions; hypothesis testing; one-, two-, and three-way analysis of variance; full and fractional factorial design of experiments; Taguchi designs; response surfaces; evolutionary operations (EVOP); statistical process control; and process capability analysis. Lectures are supplemented with statistical experiments and team activities that are related to statistical design.

3 credit hours.

EGR400 Senior Design I*Spring Semester*

Engineering seniors, operating in design teams,

apply principles of the design process to create a product or process to meet the needs of a customer. Projects may originate in industry, as a contest sponsored by a professional society, or in other venues. The design team, with the guidance of a faculty advisor, must plan, direct, conduct, and effectively communicate the results of the design effort through a professional engineering report and oral presentation. The design project will include material within and beyond the curriculum as well as technical and non-technical considerations. Design projects often result in a deliverable prototype. Prerequisites: EGR305, ME340, ME360, ME380.

3 credit hours.

EGR402 Senior Design II

Summer Semester

This course is a continuation of EGR400.

3 credit hours.

EGR491 Engineering Cooperative Work Experience (Co-op I)

All Semesters

Co-op is a graduation requirement for all engineering students. The student spends a total of three semester terms plus interim periods (48 weeks or more) employed in an industrial organization or enterprise performing engineering-related work. Beginning with the summer term after the student's sophomore year, he or she alternates work semesters with academic semesters until the spring semester of the senior year. Co-op employment is coordinated and monitored by the participating faculty member and the industrial mentor. Co-op reports are approved and signed by all three parties. Prerequisite: EGR290.

2 credit hours.

EGR492 Engineering Cooperative Work Experience (Co-op II)

All Semesters

See description for EGR491. Prerequisite: EGR491.

2 credit hours.

EGR493 Engineering Cooperative Work Experience (Co-op III)

All Semesters

See description for EGR491. Prerequisite: EGR492.

2 credit hours.

MECHANICAL ENGINEERING

ME250 Statics

Fall and Summer Semesters

The course emphasizes the proper utilization of vector algebra and free body diagrams to solve problems in engineering statics. Vectors are used to describe the action of forces and moments acting on particles (point masses) and rigid bodies, which are fixed in space or undergoing uniform motion.. The course begins with a description of how the topic of Statics fits into the broad picture of the engineering curriculum, and more particularly, the area known as Engineering Mechanics. The course then moves into six major areas of study: (i) vector algebra of forces and moments, (ii) free body diagrams and equilibria of particles and rigid bodies, (iii) centroids and centers of gravity, (iv) internal forces in trusses and frames, (v) friction and applications to machines, and (vi) moments of inertia. The course may also include a team project involving the design, build and test (to failure) of a load-supporting structure subject to a given set of design constraints. Prerequisites: MAT172 and PHY160.

3 credit hours.

ME252 Dynamics and Vibration

Spring Semester

The course emphasizes the proper utilization of vector algebra and free body diagrams to solve problems in engineering dynamics. Vectors are used to describe the action of forces and moments acting on particles (point masses) and rigid bodies and to determine their resulting motion. The course begins with a description of how the topic of Dynamics and Vibration fits into the broad picture of the engineering curriculum, and more particularly, the area known as Engineering Mechanics.

The course then moves into five major areas of study: (i) dynamics of a particle, (ii) dynamics of particle systems, (iii) planar kinematics of rigid bodies, (iv) planar kinetics of rigid bodies, and (v) vibrations of a particle. The course includes laboratory work and use of computer software to model dynamic systems. The course may also include building and testing a dynamical system, the operation of which must meet a set of desired specifications. A written project report is required and evaluated. Prerequisites: ME250 and MAT272.

4 credit hours.

ME260 Materials Science

Fall Semester

This course investigates the relationships that exist between the microstructure (atomic arrangements, crystal structure, defect distribution, phase composition) of engineering materials and their physical (mechanical, electrical, optical) properties. Each class of materials—metals, ceramics, semiconductors, polymers—is discussed in this context. Topics include atomic structure and packing, crystallography, defects and dislocations, phase equilibria and the kinetics of solid-state reactions, alloys, ceramics and glasses, polymers, composites, corrosion, and the selection of engineering materials for specific applications. Prerequisites: CHM134. Corequisite: ME261.

3 credit hours.

ME261 Materials Science Laboratory

Fall Semester

This is a laboratory course that accompanies Materials Science (ME260). This course includes experiments in brittle/ductile fracture, creep, phase diagrams, metallography, Weibull distributions, and corrosion. Corequisite: ME260.

1 credit hour.

ME264 Strength of Materials

Spring Semester

Students in Strength of Materials learn to calculate the stresses and deformations in beams, shafts, and other mechanical components subjected to various loads. We begin with the concepts of

loads, displacements, stresses, strains, and deformations in solids. From there, topics of study include the laws of elasticity, properties of engineering materials, analysis and design of bar-type members subject to axial loading, torsion, bending, shear, and combined loading, the principle of superposition, pressure vessels, Mohr's circle, and deflection in beams. Prerequisite: ME250.

3 credit hours.

ME265 Materials and Solids Laboratory

Spring Semester

Students in the Materials and Solids Laboratory conduct experiments demonstrating the mechanical behavior of engineering materials. Experiments may emphasize statistical experiment design, fundamental concepts in strength of materials, the use of instrumentation such as strain gauges, LVDT's, or accelerometers, or other topics. Communication skills including laboratory report writing and/or oral presentations are emphasized in this class. Corequisite: ME264.

1 credit hour.

ME280 Electrical Circuits

Spring Semester

This course covers topics in AC and DC linear circuit analysis including Kirchhoff's Laws, voltage and current division, nodal and mesh analyses, superposition, equivalent circuits and power, and the role of circuit components such as dependent and independent sources, operational amplifiers, resistors, capacitors, and inductors. Steady-state AC circuit topics such as phasors, impedance, frequency response, filtering, damping, resonance, power, and three-phase circuits are covered. The transient responses of 1st- and 2nd-order systems are examined. Basic safety issues are discussed as well. Prerequisite: PHY260. Corequisite: MAT272.

3 credit hours.

ME281 Electronic Measurement and Signal Processing

Spring Semester

This laboratory course accompanies Electric Circuits (ME280). It introduces the student to

basic electric circuit components, electronic instrumentation, and fundamentals of measurement (calibration, transduction, signal processing, and data acquisition, reduction and analysis) through a sequence of laboratory experiments. The laboratory sessions require students to build low-current amplifiers, low-pass, high-pass and band-pass filters from basic electronic components. Corequisite: ME280.

1 credit hour.

ME320 Thermodynamics

Spring Semester

This course has two primary objectives. The first is to demonstrate how solids, liquids, and gases are characterized in engineering processes. The second is to develop and apply the fundamental laws that govern engineering processes involving energy transfer, heat, and work. The course begins by examining the properties needed to describe solids, liquids, and gases. Next, the concepts of work, heat transfer, and energy are introduced. These concepts then lead to the development of the fundamental laws used for analysis of thermodynamic systems including conservation of mass, energy, and entropy. The course concludes by applying these fundamental laws to study several important thermodynamic devices including power plants, internal combustion engines, air conditioning/refrigeration systems, and heat pumps. Prerequisite: MAT172.

4 credit hours.

ME340 Mechatronics

Fall Semester

This course introduces the student to the basic components of electro-mechanical systems such as actuators, kinematic devices, analog and digital electronic devices, sensors, microprocessors, and data acquisition systems. Relevant principles of signal processing (e.g., calibration, sampling, aliasing, and filtering) and digital logic are discussed. The course objective is to provide a broad introduction to the essential aspects of electro-mechanical systems so that the student may successfully design and build a rudimentary electro-mechanical

device. Prerequisites: ME280, ME281, and EGR256.

4 credit hours.

ME360 Fluid Mechanics

Summer Semester

This course serves as an introduction to fluid mechanics. In previous courses the basic laws for solids have been developed and implemented. The intent of this course is to formulate and apply analogous laws for fluids. The initial portion of the class focuses on defining a fluid and its properties. This is followed by an analysis of fluids at rest (hydrostatics) and the forces they impart on mechanical objects such as dams. The final portion of the class covers fluids in motion. A variety of analysis techniques are covered. These methods include control volume analysis, differential analysis, and dimensional analysis. Once developed, these analysis techniques are used to investigate a range of fluid dynamics problems such as the flow within piping systems, external aerodynamic drag forces, and the selection, operation and performance of pumps. Prerequisites: MAT272, ME250, ME320.

3 credit hours.

ME361 Thermo/Fluids Experiments

Summer Semester

The main intent of this course is to supplement and enhance the material taught in Thermodynamics (ME320) and Fluid Mechanics (ME360) via hands-on laboratory experiments. Additionally, this course is designed to (1) provide experience with the setup, calibration, and execution of experiments; (2) demonstrate the important aspects of data analysis and evaluation; and, (3) give experience designing and conducting experiments. The course is split into two parts. In the first part students conduct a series of experiments designed to demonstrate thermo-fluid principles. A wide range of state-of-the-art laboratory facilities are available for these experiments. In the second part, students, working in teams, are required to design, construct, and execute an experiment of their own. Formal laboratory reports are required and

technical writing is emphasized. Corequisite: ME360.

1 credit hour.

ME380 Machine Design

Summer Semester

Students in Machine Design investigate theories of failure of machine components, and thus learn to analyze and design components to predict and avoid failure. Students will investigate static loading, fatigue loading, surface loading, and their associated modes of failure. Specific component types, such as fasteners, springs, bearings, gears, brakes and shafts will be covered. Prerequisites: ME252 and ME264.

4 credit hours

ME390 Computer Control of Machines and Processes

Spring Semester

This course introduces fundamentals of feedback control of dynamic physical systems with a focus on discrete models of physical systems as one-, two-, and multi-degree of freedom systems. The resulting difference equations are represented in block diagrams and signal-flow graphs comprised of integrators, differentiators, and amplifiers. Open- and closed-loop transfer functions and their relation to system response are also introduced. Attention is given to issues of sample-period selection, stability, and discrete controller design. First- and second-order continuous system responses are studied. Frequency domain methods such as root locus, phase margin, and gain margin are introduced as tools for the design of continuous controllers. Prerequisites: ME252 and ME340.

4 credit hours.

ME410 Heat Transfer

Spring Semester

This course examines the fundamental modes by which heat is transferred, namely conduction,

convection, and radiation. The theory behind each of these heat transfer modes is presented and then applied to the design and analysis of practical engineering problems and devices. Exposure is provided to design and open-ended problem solving using analytical, empirical, and computational solution techniques. Prerequisites: EGR258 and ME360.

3 credit hours.

ME411 Thermal System Design

Spring Semester

The primary objective of this course is to provide design experience in problems involving thermal systems. In this course students, working in groups, apply the principles developed in thermodynamics, fluid mechanics, and heat transfer to the solution of open-ended design problems. Deliverables may include periodic design reports, formal design reviews, and design verification through prototyping. Corequisite: ME410.

2 credit hours.

ME420 Advanced Thermodynamics

In this course the fundamental laws developed in ME320 (Thermodynamics) will be used to study, analyze, and design practical engineering devices. The course will focus primarily on power plants, heating and air conditioning systems, and internal combustion engines. To support analysis of these devices, new topics in the areas of combustion, air-water vapor mixtures, and advanced engineering cycles will be introduced. If time permits, an introduction to the behavior of substances at high velocities (near or above the speed of sound) will also be covered. Prerequisite: ME320.

3 credit hours.

ME422 Robotics

The field of robotics is concerned with the art and science of designing electromechanical systems to assist or substitute for human endeavor. Typically,

a robot has four fundamental capabilities: manipulation, locomotion, perception, and intelligence. This course touches on all four of these areas. Topics include spatial transformations, inverse kinematics, differential motions, dynamic force analysis, trajectory generation, actuation, sensing, machine vision, and fuzzy logic. Prerequisites: ME252 and ME340.

3 credit hours.

ME440 Mechanics of Machinery

In this course students learn to design machinery to produce specific mechanical motions, velocities, and other operations, through the study of kinematics. Specific topics in kinematics include linkage synthesis, position, velocity and acceleration analysis, and cam design. Prerequisite: ME252.

3 credit hours.

ME450 Finite Element Analysis

The finite element method is a numerical procedure for solving problems in continuum mechanics with an accuracy acceptable to engineers. Problems in stress analysis, heat transfer, fluid flow, electric fields and other areas can be solved by finite element analysis. This course emphasizes stress analysis and structural mechanics although problems from other fields mentioned above may be treated throughout the course. Topics include one- and two-dimensional finite elements, beam and frame finite elements, variational principles, the Galerkin approximation, and partial differentiation equations. Selected topics in finite element analysis including initial value problems, eigenvalue problems, three-dimensional finite elements, and element continuity will be treated. Prerequisite: ME264 and EGR258.

3 credit hours.

ME452 Advanced Dynamics and Vibration

This course considers advanced topics in dynamics and vibration. Topics include three-dimensional dynamics, Lagrange's equations, exact and ap-

proximate numerical methods applied to multiple-degree-of-freedom systems, continuous systems, modal analysis, and random and nonlinear vibrations. Prerequisite: ME252.

3 credit hours.

ME464 Advanced Mechanics of Materials

This course treats the theory of elasticity with applications. Topics include theories of stress and strain, failure criteria, plane theory of elasticity, application of energy methods, curved beams and flat plates, stress concentration and contact stresses. The course concludes with an introduction to finite element methods. Prerequisite: ME264.

3 credit hours.

ME470 Special Topics in Mechanical Engineering

The subject matter of Special Topics courses depends upon the needs and/or interests of a minimum number of students. These courses are normally restricted to upper-level engineering majors and offered when staff interests and availability make it practical to do so.

3 credit hours.

ME472 Special Topics in Mechanical Engineering

See description for ME470.

3 credit hours.

ME480 Independent Study

This course enables a student to carry out research or in-depth study in a specialized area of mechanical engineering. While the student conducts his/her work under the guidance of a faculty member whom he/she chooses, there may or may not be regular class meetings. Effective independent study is characterized by a reduction in formal instruction by faculty and an increase in student initiative and responsibility or his/her own process of learning.

ME482 Independent Study

See description for ME480.

FILM

FLM216 Introduction to Film

Spring Semester

This course is an introduction to film as a communicative and artistic medium, with attention to its technological, industrial, social, and aesthetic dimensions. Students will view a wide range of films, including early as well as recent American and foreign films, and learn about the various techniques used to express meaning in cinema, as well as the major critical approaches that can be used to make sense of films.

3 credit hours. Satisfies ADR I.

FLM220 Film History

This course introduces students to the history of film as a medium from its beginnings in the late nineteenth century to the present day and explores the complex relationship between film and history, with attention to the ways in which history has shaped film and film has shaped history.

3 credit hours. Satisfies ADR I.

FLM260 Special Topics in Film Genre

This course examines the way in which films are routinely produced, marketed, consumed, and classified according to genre-to established categories of cinema delineated by certain general patterns of form and content, such as the Western, the horror film, the musical, and so on. It may be organized as a broad survey of different film genres or as a more focused and in-depth exploration of a single film genre. This course may be repeated for different topics.

3 credit hours.

FLM280 Special Topics in Film Directors

This course explores the theory that film directors, by virtue of the central role they play in guiding the collaborative project of filmmaking, can be considered the authors of films. It may be organized as a focused and in-depth examination of a single director who exhibits a distinctive style and coherent thematic vision in his or her films, or as a broad survey of a group of directors who share

the same stylistic or thematic concerns and/or the same gender, ethnicity, or sexual orientation. This course may be repeated for different topics.

3 credit hours.

FLM320 Special Topics in Film Period

This course undertakes an extended and in-depth examination of a specific period in film history, with attention to its unique technological, industrial, social, and aesthetic dimensions. It may be organized around the exploration of a particular decade (e.g., the 1960s), movement (e.g., postwar Italian Neorealism), or era (e.g., the silent era) important to the history of cinema. This course may be repeated for different topics. Prerequisites: WRT101 and WRT200.

3 credit hours.

FLM340 Special Topics in National Cinemas

This course involves an extended and in-depth examination of how the films made in a particular country or region outside the United States are shaped by nationally prevailing socio-political and economic conditions, and express or articulate a sense of national identity. It may be organized around the exploration of a specific national cinema-such as French cinema, Italian cinema, or Japanese cinema-or a constellation of related national cinemas: for example, European cinemas, Latin American cinemas, or African cinemas. This course may be repeated for different topics. Prerequisites: WRT101 and WRT200.

3 credit hours.

FLM362 Special Topics in Film History and Analysis

This course involves the comprehensive study of a selected topic in the history, theory, and critical analysis of film. The specific topic may be suggested by either faculty or student interest. This course may be repeated for different topics. Prerequisites: WRT101 and WRT200.

3 credit hours.

FLM380 Film Theory and Criticism

This course entails the advanced examination of cinema from the perspective of film criticism and theory: writing about cinema that attempts to define the nature of film and its effects. Students will view and analyze a wide range of films, including

early as well as recent American and foreign films, with reference to key texts of film theory and criticism. Prerequisites: WRT101, WRT200, and FLM216.

3 credit hours.

FINANCE

FIN300 Managerial Finance I***Fall-Spring Semesters***

This course serves as an introduction to managerial finance and is required of all business majors. Students learn the basics of time value of money, financial statement analysis, the cost of capital, and capital budgeting. Other major topics include a discussion of the various types of financial assets and security markets, an introduction to risk and expected return analysis, and an application of time value principles to price financial assets. Students will also be introduced to the foreign exchange market and how exchange rates effect the decision-making process of corporate financial managers. Prerequisites: Completion of ECO201, two accounting courses and QBA260 with grades of 2 or better.

3 credit hours.

FIN310 Real Estate Finance***Fall Semester (odd-numbered years)***

This course is a study of real estate principles with an emphasis on the broad coverage of topics including real estate financing, real estate valuation, the appraisal process, legal and regulatory issues, and mortgage securization. Students will be taught cash flow projections and pricing of mortgage securities. Prerequisite: completion of FIN300 and BUS345 with a grade of 2 or better.

3 credit hours.

FIN320 Investments***Fall Semester***

This course is a study of the principles of investment management. Students learn the basics of the risk/expected return tradeoff for the various

types of financial assets, including stocks, bonds, options, and futures contracts. A main learning objective is for students to form optimal stock portfolios according to the convention developed by academic scholars. Students use both statistical and financial techniques to measure and evaluate risk. Other major topics include analysis of mutual funds, stock market efficiency, security analysis, and portfolio evaluation. Prerequisite: Completion of FIN300 with a grade of 2 or better.

3 credit hours.

FIN330 Risk Management and Insurance***Fall Semester***

A basic introduction to the fundamentals of life, property and casualty insurance, with emphasis on the various types of risks, contract analysis, and cost.

3 credit hours.

FIN340 Financial Institutions and Markets

This course provides a study of the major financial institutions and the role that major institutional investors serve in the current financial system. Topics include commercial banks, mutual funds, securities firms, insurance companies and pension funds. Prerequisite: Completion of FIN300 with a grade of 2 or better.

3 credit hours.

FIN400 International Finance***Fall Semester***

Study of international aspects of financial transactions. Topics include: risk, expectations, and behavior or exchange rate; currency arrangements and the balance of payments; international capital markets; international money markets;

international liquidity and debt crisis. Prerequisite: Completion of ECO200, ECO201, and FIN300 with grades of 2 or better.

3 credit hours.

FIN410 Managerial Finance II

Spring Semester

This course serves as the second part of Managerial Finance I and is required of all economics and finance majors. Students use the decision-making tools acquired in Managerial Finance I to study corporate dividend policy, capital structure, share repurchases, stock splits, and security issues. A major portion of the course is a discussion on corporate mergers and acquisitions. Students will also be exposed to options and futures contracts and the various types of financial risk that can be hedged by using these derivative securities. Prerequisite: Completion of FIN300 with a grade of 2 or better.

3 credit hours.

FIN420 Derivative Securities

This course serves as an introduction to the rapidly expanding derivatives market. Both hedging and speculating techniques are used to explore the use of options, future contracts, and swaps. Emphasis is placed on trade-off between risk and expected return and the advantage which deriva-

tive assets have over other, less risky assets. Prerequisite: Completion of FIN300 with a grade of 2 or better.

3 credit hours.

FIN450 Finance Seminar

Spring Semester

This capstone course will provide students with an opportunity for intense study in current financial theory and unresolved issues of the current period. Prerequisite: Completion of FIN300, FIN320, FIN340 with a grade of 2 or better and senior standing in the major.

3 credit hours.

FIN490/FIN491 Finance Internship I & II

This course is supervised work experience at a business or government agency for students who have completed several major courses so that application of classroom learning can occur. Students are required to complete a minimum of 120 hours of work during the semester. Internships require students to meet periodically with a faculty supervisor, provide a written deliverable and participate in an end of internship evaluation. Grade is pass/fail. Prerequisite: Completion of FIN300 with a 2 or better and a minimum of 75 credit hours completed with at least a 2.5 GPA.

3 credit hours.

GEOGRAPHY

G243 Introduction to Geography

Fall-Spring Semesters

Explores the relationship between humans and the natural environment and provides a survey of the major political and cultural regions of the world. Use of maps and atlases.

3 credit hours. Satisfies ADR II.

G260 Introduction to Cartography

Introduction to the history and techniques of Cartography. Principles and practice of field survey, photo-interpretation, remote sensing and computer assisted cartography. Use and application of

cartographic skills in the various sciences and disciplines. Not open to freshmen.

3 credit hours.

G341 Geography of North America

Fall Semester

A regional study of the United States and Canada emphasizing physical, cultural and economic aspects as well as geographic sub-regions. Emphasis on population patterns, sequent occupancy, and urban-industrial growth. Not open to freshmen.

3 credit hours. Satisfies ADR II.

G344 Economic Geography**Spring Semester**

Analysis of world patterns of economic activity and their implications for the global economy. Emphasis is placed on natural resources, population, food supply, trading patterns, and manufacturing and commercial activities. Not open to freshmen.

3 credit hours. Satisfies ADR II.

G345 Urban Geography**Fall Semester**

Systematic study of the location and distribution of urban centers, their interval structure and form, urban land use patterns, and geographical aspects of urban planning with special emphasis on the process of urbanization in North America. Not open to freshmen.

3 credit hours. Satisfies ADR II.

G346 Introduction to Geographic Information Systems**Fall Semester**

Introduces students to the process of using geographically registered data to analyze things that

exist and events that happen on earth. The analysis integrates data base operations and computer generated maps so as to provide information for the explanation of events, the prediction of outcomes, and strategic planning with application in a wide variety of disciplines such as business, government, biology, criminal justice, and public health. Fulfills an elective requirement for Information Systems majors.

3 credit hours.

G350 Survey of Canada**Spring Semester**

Geographic interpretation of Canada emphasizing physical environment, historical geography, economy, population trends, urbanism, bi-cultural accommodation and relations with the U.S.A. Not open to freshmen.

3 credit hours. Satisfies ADR V.

G470, G479 Selected Topics in Geography

Various advanced topics in the field of Geography. Prerequisite: G243.

3 credit hours. Satisfies ADR II.

GERONTOLOGY**GER315 Social Aspects of Aging****Fall-Spring Semesters**

A study of the traumatic changes in the social environment of the individual brought about by aging. It will include consideration of financial, legal, emotional, social contact and family factors. Prerequisite: SOC100 or instructor's permission.

3 credit hours.

GER320 Working with the Elderly**Fall Semester**

This course will focus on the skills needed to work successfully with older persons. It will emphasize knowing the client, knowing the available support systems, and helping with the decision making process to encourage independence and adequate care.

3 credit hours.

GER330 Final Separation: Death and Grief**Spring Semester**

This course is a brief survey of thanatology with emphasis on the personal meaning of death and helping with the adjustments of separation.

3 credit hours.

GER390, GER391, GER392 Selected Topics in Gerontology**Spring Semester**

A study of a specific topic of interest to gerontologists, including, but not limited to public policy, controversial issues, abuse issues, and group work with the elderly.

3 credit hours.

GER410 Clinical Aspects of Aging**Fall-Spring Semesters**

A survey of the known physiological changes of

the aging process and their psychological consequences. Present research in cellular, immunological, perceptual and neurological changes will be emphasized. Prerequisite: PSY100 or SOC100 or permission of the instructor.

3 credit hours.

**GER498, GER499 Gerontology
Independent Study**

The Independent Study Program affords an op-

portunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1-3 credit hours each semester.

HEALTHCARE CODING

HCC215 (HIM215) Medical Terminology

Fall-Spring Semesters

This course is an introduction to the specialized language of medicine through the study of Greek and Latin prefixes, suffixes, and root words. Students will develop a familiarity with highly technical and specialized terminology.

3 credit hours.

**HCC220 (HIM220) HCPCS (HCFA
Common Procedural Coding
System) Coding**

Spring Semester

This course introduces the Health Care Financing Administration Common Procedural Coding System (HCPCS) used to report physician and non-physician services provided to Medicare and Medicaid patients in the ambulatory and outpatient settings. Emphasis is placed on "National Codes" (Level II) and "Local Codes" (Level III) of HCPCS. Also included is the use of modifiers for both Level II and Level III codes. Prerequisites: HCC215 or permission of instructor.

1 credit hour.

**HCC221 (HIM421) Current Procedural
Terminology (CPT) Coding**

Spring Semester

This course provides students with an in-depth study of the coding principles of Physician's Current Procedural Terminology (CPT-4). Students will learn to classify procedures and services

provided by physicians and other health care providers. The use of CPT in the physician's office, ambulatory surgery and emergency department will be emphasized. Prerequisite: HCC215 or permission of instructor.

1 credit hour.

**HCC222 (HIM311) Health Classifications
and Reimbursement Systems**

Spring Semester

This course includes the purpose of classifying diseases and procedures and the differences between nomenclatures and classifications. An in-depth study will be made of the *International Classification of Diseases* and its various modifications. Also included will be the purposes, construction and uses of other classification systems and nomenclatures. In addition, Diagnosis Related Groups (DRGs), case-mix management, and reimbursement systems will be presented. Prerequisites: HCC215 or permission of instructor.

3 credit hours.

**HCC225 (HIM221) Healthcare Insurance
Reimbursement**

Spring Semester

This course explores the many different insurance coverages available to healthcare patients in the U.S. and how facilities and practitioners are reimbursed for care provided. Instruction includes legal issues affecting insurance claims, the use of diagnostic and procedural coding in reimbursement and electronic

data submission. In-depth study will be made of managed care systems, private insurance plans, Medicaid, Medicare, TRICARE, Workers' Compensation, and Disability Income Insurance. Prerequisites: HCC215 or permission of instructor.

3 credit hours.

HCC230 (HIM320) Concepts in Pharmacology

Spring Semester

This course is an introduction to concepts of pharmacology. It is designed to provide the student with knowledge of basic pharmacological terminology and concepts, drug categories, mechanisms of drug action, drug forms, routes of administration, and common generic and proprietary name medications. This knowledge base is then applied clinically to analysis of health information and diagnostic and procedure coding. Prerequisite: HCC215.

1 credit hour.

HCC235 (HIM306) Pathophysiology

Spring Semester

Basic human physiology and its application to the

disease process is reviewed in this course. The course covers the etiology, pathology, clinical signs, and symptoms as well as treatment and prevention of common inpatient and outpatient diseases and conditions. Prerequisites: BIO106, HCC215 or permission of instructor.

4 credit hours.

HCC240 (HIM230) Coding Practicum

Spring Semester

This course provides the student with experience in coding and DRG assignment of health records using ICD-9-CM, CPT, and HCPCS coding systems. Clinical site supervisors will instruct and evaluate all coding performed by the student in the healthcare setting under the direction of the instructor. This coding practicum is designed to reinforce classroom coding and health insurance instruction. Corequisites: HCC220, HCC221, HCC222, HCC225.

120 clinical hours.

3 credit hours.

HISTORY

H219, H220 The History of Western Civilization I, II

Fall-Spring Semesters

A survey of material from prehistory to the present; the civilizations of the Near East and the Mediterranean; medieval history; the Renaissance and Reformation; the expansion of Europe, the French Revolution; the Industrial Revolution; Nationalism in Italy, Germany, and the Balkans; the First World War; interwar Europe, the Second World War, and contemporary history.

3 credit hours. Satisfies ADR IV.

H221, H222 History of American Civilization I, II

Fall-Spring Semesters

An integrated survey of the cultural, social, political and economic development of the United States from 1492 to the present. The first semes-

ter (H221) covers the period from the Age of Exploration to the end of the Civil War; the second semester (H222) traces American development from Reconstruction to the present. In both courses emphasis will be on the evolution of a distinctive American culture and character.

3 credit hours each semester.

Satisfies ADR IV.

H227 Colonial History of Latin America

The history of Latin America begins with its earliest inhabitants. The Aztec, Inca, and Maya civilizations will be examined for their many contributions. Following the conquest, the Spanish and Portuguese empires will be carefully studied for their economics, religion, society and daily life. The course concludes with a discussion of independence and the colonial legacy.

3 credit hours. Satisfies ADR V.

H228 Modern Latin America

Using the leading survey textbook in its field, this course uses an in-depth case study approach to the study of Latin America. Major countries such as Mexico, Brazil, Chile and Argentina are highlighted with themes such as immigration, political leadership and military takeovers. The course concludes with a look at US-Latin American relations including drug trafficking and the rise of democracy.

3 credit hours. Satisfies ADR V.

**H233 Pre-Columbian Civilizations:
The Incas**

This course provides an in-depth examination of the Inca Indian civilization from the year 1000 B.C. to the coming of the Spanish in 1530. Both historical and archaeological records are presented and interpreted. Inca cosmology, subsistence strategies, social structure, intellectual and artistic achievements are examined.

3 credit hours. Satisfies ADR V.

**H234 Pre-Columbian Civilizations:
The Mayas**

This course provides an in-depth examination of the Mayan Indian civilization from the year 1000 B.C. to the coming of the Spanish in 1520. Both historical and archaeological records are presented and interpreted. Maya cosmology, subsistence strategies, social structure, intellectual and artistic achievements are examined. Recent research concerning decipherment will be discussed.

3 credit hours. Satisfies ADR V.

**H235 Pre-Columbian Civilizations:
The Aztecs**

This course provides an in-depth examination of the Aztec Indian civilization from the year 1000 A.D. to the coming of the Spanish in 1520. Both historical and archaeological records are presented and interpreted. Aztec cosmology, subsistence strategies, social structure, intellectual and artistic achievements are examined.

3 credit hours. Satisfies ADR V.

H240 Methods and Theory in History

This course introduces the student to methods

and theories employed when doing historical research and interpretation. The course will prepare the student for advanced work in the field. Students will develop a wide array of research methods, interpretive techniques, analytical strategies, and presentation approaches. Students will also explore the philosophy of history and survey the ways that historical methods and interpretations have evolved. At the conclusion of the semester, students will demonstrate their understanding of course material by producing an interpretive scholarly historical essay. Prerequisites: H221, H222, H219 or H220.

3 credit hours.

H245 The American Military Experience

This course examines the origins and evolution of American military institutions, traditions, and practices from 1775 to the present. It will emphasize military policy, organization, technology, and employment together with their relation to contemporary political, social, and economic developments during the era under study.

3 credit hours. Satisfies ADR II.

H250 American-East Asian Relations

An analysis of significant international events, issues, and problems in East Asia, including the role of the United States in that region from nineteenth century to the present time. Topics: the U.S. Open Door Policy, the Pacific, Korean, and Vietnam Wars, American-Japanese trade, Sino-American détente, Korean unification issues, and the American hegemony issues. Not open to freshmen.

3 credit hours. Satisfies ADR V.

H300 Oral History: Techniques and Research

Oral history is a technique for creating and preserving original information. It is both a research method and a teaching tool. Through informed and empathetic interviewing, we acquire information about families, individuals, and organizations. Conducted properly, oral history is a limitless technique for exploring and documenting the variety of human experiences. Local projects have

included well-known area residents, the paper industry, Holocaust survivors, Vietnam Veterans, the Greek-American community, and York College.

3 credit hours.

H303 History of Africa I

Survey of Africa from the prehistoric period to the colonial era. Emphasis is placed on the development of indigenous states, the early influence of Europeans, the evolution of the slave trade, and the nineteenth-century colonial partition. Not open to freshmen.

3 credit hours. Satisfies ADR V.

H305 History of Africa II

Study of the historical evolution of independence/liberation movements, decolonization, restoration of African self governance and current crises and transformations in post independence Africa. Not open to freshmen.

3 credit hours. Satisfies ADR V.

H306 Race and Racism in the Americas

A historical survey of race and racism in the United States. The course will include historical experience of various minority groups (i.e., Blacks, Indians, Hispanics, Asians, etc.). Discussion will include political, legal, economic, cultural and social aspects of racism.

3 credit hours. Satisfies ADR II.

H307 North American Environmental History

Environmental history studies the changing relationship between human beings and the natural world through time. Through readings and discussions we will examine a variety of influential issues and themes, from the pre-colonial period to the present, including the impact of settlement on the land and the rise of the modern environmental movement. Our central premise throughout will be that much of the familiar terrain of American history looks very different when seen in its environmental context, and that one can learn a great deal about both history and the environment by studying the two together.

3 credit hours. Satisfies ADR II.

H316 (H224) Ancient History (Prehistory to 476)

A study of the prehistory of man, the origins of civilization in the Near East, the achievements of Greek civilization, and the rise and decline of Roman power in the Mediterranean with emphasis upon the political, social, economic, and cultural aspects of classical civilization.

3 credit hours. Satisfies ADR II.

H317 (H225) Medieval Civilization

The political, economic, and intellectual evolution of European civilization from the decline of the Roman Empire to the late 14th century.

3 credit hours. Satisfies ADR II.

H318 (H226) Renaissance and Reformation (1400–1648)

The transition from medieval to modern Europe with major emphasis upon significant intellectual, religious, political, and economic changes during these centuries.

3 credit hours. Satisfies ADR II.

H330 History of 20th Century Russia and C.I.S.

A study of Russia from 1861 to present. Russia on the eve of World War I and 1917 Revolution; collapse of Tsarist Russia and formation of the U.S.S.R.; domestic developments and foreign relations under the Communist regime, prior, during and after World War II; collapse and disintegration of the Soviet Union and formation of the Commonwealth of Independent States.

3 credit hours. Satisfies ADR V.

H332 Eastern and Central Europe

A survey of the histories of Eastern and Central European nations with special emphasis on the 20th century: socio-economic, political and cultural developments as independent nations after World War I and under Communist rule after World War II; contemporary developments after the collapse of Communism.

3 credit hours. Satisfies ADR V.

H333, H334 History of England

A survey of the major political, economic and social trends in England from 55 B.C. to the

present. The first semester will trace the evolution of the English people and their government from the Roman conquest to the end of the 17th century. The second semester will concentrate on the evolution of a constitutional monarchy and the creation of Empire from the 17th century to the present.

3 credit hours. Satisfies ADR II.

H335 Germany 1815–present

This course will explore the political, social, economic, and cultural developments in Germany from the period after the French Revolution to the present. It will also examine the various interpretive approaches provided by historians of Germany to account for its destructive history. Topics that will be covered include: the impact of the French Revolution on German nationalism and the development of German politics; Bismarck and German unification; the state, politics, economics, culture, and society under the German empire; Germany and World War I; the Weimar Republic; Hitler, National Socialism, and the Holocaust; the division of Germany after World War II; the revolution of 1989.

3 credit hours. Satisfies ADR II.

H340/WGS340 Women and War

This course will examine the multiplicity of women's wartime experience during the two World Wars, including women as mothers, workers, military support personnel, combatants, and victims. Students will analyze the effects of war on women's status and the impact of war on gender roles and the relationship between men and women. Course material will focus on the two World Wars and women in Europe and the United States.

3 credit hours. Satisfies ADR II.

H342/WGS342 Women in the United States: A History

This course will analyze the history of women in the United States from the colonial period to the present. The course will attempt to understand the impact which political, social, economic, and

racial aspects of American history have had on American women, and, conversely, the impact women in the United States have had on developments within these areas.

3 credit hours. Satisfies ADR II.

H351 American Colonial History (1607–1760)

Colonial origins of the United States including a study of institutions, values, thought and cultural development prior to the American Revolution. Emphasis is given to the roots of this nation's political, economic, social and constitutional traditions.

3 credit hours. Satisfies ADR II.

H352 The New American Nation (1760–1815)

Events, ideas and personalities associated with creation of the American Republic. The focus of the course will be on the creation of the American Constitution and its implementation during the Jeffersonian era.

3 credit hours. Satisfies ADR II.

H353 The Jacksonian Era (Middle Period, 1816–1846)

An analysis of the political, economic and social forces which characterized this period in American history. Growing sectional tensions, major personalities and popular culture will be stressed.

3 credit hours. Satisfies ADR II.

H354 Coming of the Civil War 1846–1861

This course will examine the conflicting currents in American history between 1846–1861 which led the nation into the Civil War. Particular attention will be focused on the intricate relationships between slavery, racism, economics, and politics.

3 credit hours. Satisfies ADR II.

H355 Civil War and Reconstruction, 1861–1877

This course will analyze the political, economic, and military ramifications of the Civil War itself. It will examine also the relationships between politics, economics, and race during the Reconstruction

period in order to gain an understanding of both the limits and legacy of that era.

3 credit hours. Satisfies ADR II.

H356 The Emergence of Modern America, 1877–1914

A continuation of the American history sequence, from the end of the Reconstruction through the Wilson era. Emphasis will be placed the emergence of a modern state, culture, and economy. Topics to be discussed include: industrialization, immigration and urbanization, the politics of the Gilded Age and progressive era, overseas expansion, and the rise of the United States as a world power.

3 credit hours. Satisfies ADR II.

H357 Twentieth Century American History, 1914–1945

This course will examine American history from 1914 to 1945, a topsy-turvy period, during which time Americans experienced a boom, a bust and two world wars. Among the subjects that the class will examine closely are: the Red Scare, the Scopes Trial, Prohibition, the Great Crash, the New Deal and the home front during World War II.

3 credit hours. Satisfies ADR II.

H358 Recent America, 1945–Present

An intensive examination of U.S. history from 1945 to the present. Emphasis will be placed on the Cold War, the civil rights, women's and anti-war movements of the 1960s, and the economic changes of the 1970s and 1980s.

3 credit hours. Satisfies ADR II.

H371/PS371 American Constitutional Thought: Political Institutions

This course will provide an understanding of the development of the American constitutional system. Emphasis will be given to the writing of the U.S. Constitution and the evolution of constitutional law as it relates to the Congress, the Presidency, the Judiciary, the bureaucracy and the place of state governments in American history. This course is cross-listed as PS371.

3 credit hours. Satisfies ADR II.

H372/PS372 American Constitutional Thought: Civil Liberties and Civil Rights

This course will provide an understanding of the development of the American constitutional system. Emphasis will be given to the Supreme Court's role in defining and protecting civil liberties such as speech, press, religion, privacy, due process and equal protection. This course is cross-listed as PS372.

3 credit hours. Satisfies ADR II.

H411 European Intellectual History

Students in this course will have the opportunity to read, analyze, and discuss the works of some of the greatest thinkers who have influenced the modern age. While the focus will necessarily be on the works themselves, an important objective of the course will be to explore the mutually reinforcing relationship which exists between the world of ideas and the events which surround them.

3 credit hours. Satisfies ADR II.

H420 Nazi Germany

This course provides students with the opportunity to examine one of the most troubling episodes in history and to deal with the difficult issues relating to the Third Reich, the Holocaust, and historical interpretations of the period 1933-1945 in Germany. In this course, students will study the background to the Nazi era through an examination of anti-democratic structures in pre-World War I Germany, Germany's defeat in World War I, and the weakness and collapse of the Weimar Republic. Students will then examine the success of Hitler and the Nazi Party; the structure of the Nazi state, including politics, society, and economics; Nazi racism and anti-Semitism; Germany and World War II; and the Holocaust.

3 credit hours. Satisfies ADR II.

H427, H428 Modern Europe (1789 to present)

These courses examine the political, social, cultural, and economic history of Europe from the French Revolution to the present. The first semester

(H427) covers the period from the French Revolution to the First World War, and includes study of the French Revolution; the impact of liberalism, socialism, and nationalism; industrialization; developments in science and culture; and international relations and imperialism. The second semester (H428) covers the period from the First World War to the present, and includes the two World Wars; Fascism, Nazism, and Communism; the Cold War; and the postwar years and revolutions of 1989.

3 credit hours. Satisfies ADR II.

H429 War and Peace: The American Diplomatic Experience

This course analyzes American diplomacy from the early Republic to the present day with emphasis on the period since 1900. Special attention is directed toward the problems and challenges of contemporary American diplomatic practice.

3 credit hours.

H440 Senior Seminar in History

Fall-Spring Semesters

Selected topics dealing with research, methodology and philosophy of historical thought. Open to seniors with a major in history. Prerequisite: H240.

3 credit hours.

H441 American Economic History

A study of the development of the American economy from colonial times to present with an emphasis on the late 19th and 20th centuries, stressing the growth of labor, rise of big business, and the changing role of government in the nation's economy from the Civil War to present.

3 credit hours. Satisfies ADR II.

H460, H461 History Internship

Specialized historical experience with local historical agencies. The internship is designed to introduce the student to the broad range of public history activities. These include archival management, curatorial, museum educator and research activities. Departmental approval is required in advance. Pass/fail only.

3 credit hours.

H470–H479 Selected Topics

Various topics in History ranging from America in the 1960s to the European Union.

3 credit hours. Satisfies ADR II.

H484 Baseball History

This course about baseball history provides a unique study of both the American historical and cultural experiences. While focusing upon the players, teams, and events that are a part of the game, the course integrates various related fields including labor history, black history and the history of American immigration. Equally important is the study of the place that baseball has come to play within American art, literature, music and architecture.

3 credit hours. Satisfies ADR IV.

H498–H499 Independent Study

The Independent Study Program affords an opportunity for students who wish to undertake a well-defined research project. While these students conduct their work under the guidance of a faculty member of their own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1–3 credit hours each semester.

HUMANITIES

HUM242 Science and Religion

This course deals with the ways science and religion understand and encounter each other, and

explores ways in which science and religion can pursue a mutually beneficial relationship.

3 credit hours. Satisfies ADR I.

HUM380 Special Topics in Humanities

This course offers an interdisciplinary examination of central issues and themes in the area of liberal arts studies. The specific theme of the course may be suggested by faculty and/or student interest. Topics may include: Human Nature in the Humanities, God in the Humanities, Creativity in the Humanities, Revolution in the Humanities, Power in the Humanities, Justice in the Humanities. Prerequisites: WRT101 and WRT200.

3 credit hours.

HUM450, HUM451 Humanities Internship

The purpose of an internship is to provide students with practical training and supervised work experience in appropriate firms or organizations. Internships are designed to give students an opportunity to make use of the practical aspects of their classroom knowledge, to complement and extend their classroom experiences, and to develop their understanding and confidence through a work-related experience. Responsibilities will vary

according to placement as determined by the work supervisors of the sponsoring agency and faculty coordinator. Students are required to spend a minimum of 120 hours work on site. Students must have earned 60 or more credits and a minimum 2.5 cumulative grade point average at the time of application and complete an internship application.

3 credit hours.

HUM498, HUM499 Independent Study

An opportunity for the student who wishes to undertake a well-defined, interdisciplinary research project in the humanities. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

3 credit hours.

INFORMATION LITERACY

In the newly renovated Schmidt Library, technology meets tradition. Information literacy, print and online collections, research, and instructional media are important daily priorities.

Facilities and services include dynamic group study spaces, quiet study floors, wireless laptops for use in the library, technology enhanced group study rooms, comfortable lounge areas, wireless YCP network connections including the outdoor courtyard, college archives, and special collections.

The Schmidt Library Web provides important access for the YCP community on and off cam-

pus to books, journals, media, reference and periodical databases, and an extensive system of subject-specific research pages.

IFL101 Information Literacy

Students will develop research skills to locate, evaluate, and present information. They will learn professional use of many electronic communication tools, legal and ethical use of information, and navigation of the rich YCP network and the Schmidt Library Web.

2 credit hours.

INFORMATION SYSTEMS

IFS100 Information Technology (IT) Competency Exam***Fall-Spring Semesters***

IFS100 is a surrogate for a computer competency exam. Students are required to pass all compo-

nents of the competency exam within the first 30 credits; otherwise, they are required to take IFS105 within their first 30 credits. The exam covers fundamental concepts of Microsoft Windows and the Microsoft Office applications of Word,

Excel and PowerPoint. The exam will be given four times during a semester. Students are encouraged to practice for this exam and materials and instructions will be provided via the normal textbook buying procedures. Mandatory pass/fail grading.

0 credit hours.

IFS105 Personal Productivity Computing

Fall-Spring Semesters

Presents the fundamentals of computers and computer terminology. Stresses the importance of computers as essential components of the business world and society in general. Extensive lab segment focuses on the computer as a personal productivity tool using word processing, spreadsheets, presentation managers and databases. Mandatory pass/fail grading.

3 credit hours.

IFS160 Visual BASIC Programming

Fall Semester

Introduces students to programming in the Windows environment using the BASIC family of languages. Windows concepts that are covered include programming forms, command buttons, drop-down and list boxes, labels, text boxes, and other controls. BASIC programming features that are covered include variables, control statements, data validation, arrays, and file processing. Other topics include designing event-based programs, flowcharting, structure charts, and object-oriented concepts. Prerequisite: Successful completion of IFS100 or (and) IFS105.

3 credit hours.

IFS180 Introduction to Data Management

Spring Semester

An introduction to the Information Systems function as a "data-based" management function. The students will be introduced to Database Management Systems and learn SQL to an advanced level. Students will also be introduced to the notions of IS problem solving and working with user groups to create data based solutions, the issues related to large data sets, and the concepts of TPS, MIS,

DSS through data-based projects. Prerequisite: Successful completion of IFS100 or (and) IFS105.

3 credit hours.

IFS200 Introduction to Programming and Software Engineering I

Fall Semester

An introduction to software engineering through problem solving and computer programming. Programming techniques covered by this course include modularity, abstraction, top-down design, specifications, documentation, debugging, and testing. Selected topics in computer science are introduced through programming projects in the C/C++ language. The core material for this course includes functions, recursion, arrays, strings, pointers, records, and files. This is the first course for students interested in pursuing further study in Information Systems. Prerequisite: Successful completion of IFS100 or (and) IFS105.

3 credit hours.

IFS201 Introduction to Programming and Software Engineering II

Spring Semester

This course continues the development of programming and problem-solving skills, focusing on recursion, pointers, data abstraction, and procedural abstraction. Topics include: data structures including lists, stacks, queues, hash tables, and elementary binary search trees; sorting and searching; and object-oriented programming. Programming projects for this course will use the C/C++ language. This is the second course for students interested in pursuing further study in Information Systems/Development. Prerequisites: IFS200 with a grade of 3 or better and completion of MAT120 with a grade of 2 or better.

3 credit hours.

IFS205 Workgroup Productivity Computing

Fall-Spring Semesters

Enables students to plan, design, build and maintain small workgroup systems using readily available software suites. This course extends some of the concepts taught in IFS105 and introduces new

concepts such as peer-to-peer networking, security and privacy of information, implementing backup systems, and system development using integrated software suites. Prerequisites: Successful completion of IFS100 or (and) IFS105.

3 credit hours.

IFS240 Visual Programming

Spring Semester

An introduction to programming in a graphical user interface (GUI) environment using a visual language. GUI concepts covered include advanced programming of forms, command buttons, drop-down and list boxes, labels, text boxes, and other controls. The focus of this course will be the design and analysis of graphical user interfaces using event-based programs and object-oriented concepts. Prerequisite: IFS201 with a grade of 2 or better.

3 credit hours.

IFS250 Business Data Processing

Spring Semester

An introduction to business data processing methods through solving common business problems with COBOL programs. Attention is given to structured design and programming techniques, common business documentation formats and standard testing and debugging methods. The course also covers business file application problems such as disk file organization and storage concepts, programming efficiencies and access methods for sequential and indexed-sequential files, file maintenance activities, and on-line transaction processing (OLTP). Prerequisite: IFS201 with a grade of 2 or better.

3 credit hours.

IFS260 Web-based Systems Development

Spring Semester

An introduction to web-based system development methods. Emphasis will be placed on designing and building data-based solutions to common web-based, interactive e-commerce problems. Languages used include Java, Perl, and

Visual Basic. Prerequisite: IFS160 or IFS200 with a grade of 2 or better.

3 credit hours.

IFS275 Multimedia Information Technologies

The course examines multimedia information technologies that apply to business environments and other professional areas. Students will gain hands-on experience and knowledge using multimedia software and hardware. Students will learn how to design, develop, and produce multimedia applications such as interactive documentation, computer based training, hypertext and presentation aids, and performance support system. Prerequisite: An introductory computer course or computer language.

3 credit hours.

IFS305 Management Information Systems

Fall-Spring Semesters

A comprehensive discussion of the role of computer based information systems in modern organizations. Integrates managerial and computer knowledge towards identifying and solving information problems. Computer literacy is extended to MIS literacy. This is a writing intensive course. Prerequisite: Successful completion of IFS100 or (and) IFS105 and MGT250 with a grade of 2 or better, or permission of instructor.

3 credit hours.

IFS325 Introduction to Networks

Spring Semester

An analysis of the problems involved in the design, implementation and operation of real-time computer systems, telecommunications and computer networks. Variations in distributive systems and alternatives of the central vs. decentralized data bases, network and sub-network design and control are covered in addition to mini/micro-computers as replacement technology. Prerequisite: One semester of programming or CS100 with a grade of 2 or better.

3 credit hours.

IFS330 Network Installation

This course provides the student with the ability

to configure and install local area networks (LANs). It stresses the planning, installation, configuration, protocols and policies used to provide connectivity at the LAN level. Emphasis will be on the planning and physical hardware procedures required to install and configure LANs. Detailed hands-on as well as classroom instruction will be used to construct and test cables, configure and install hardware, implement protocols and establish connectivity at the microcomputer level. Prerequisite: IFS325 with a grade of 2 or better.

3 credit hours.

IFS335 Advanced Network Design

This course provides the student with the ability to design and support complex enterprise-wide networking solutions. It studies the conceptual design methodologies, planning and complexity involved in establishing and supporting organization connectivity. Emphasis will be on issues relating to networking, subnetworking, domains, trusts, servers, client/server relationships, remote access, simultaneous multiple protocols and connectivity to minicomputers, mainframes, and other networks. Detailed consideration will be given to both Novell and Windows NT network. Hands-on examples will be used where possible. Prerequisite: IFS325 with a grade of 2 or better.

3 credit hours.

IFS350 Hardware/Software Architectures

Spring Semester

This course examines the architectures of modern computer hardware and systems software from an Information Systems point of view. At the conclusion of the course, students will know and understand the role and purpose of the major components and computer hardware used in personal computers, workstations and mainframe computers. They will also understand the purpose of such software components as operating systems, compilers, linkers and debuggers. Prerequisite: IFS160 or IFS200 with a grade of 2 or better.

3 credit hours.

IFS410 End-user Support Management

Fall Semester

An introduction to the creation and maintenance

of the end-user support functional area in organizations. Topics of discussion include technical support in selection of hardware and software; training in use of hardware and software; and assistance in use of computer information systems in solving business problems. Prerequisites: IFS205 with a grade of 2 or better, and IFS305 with a grade of 2 or better.

3 credit hours.

IFS440 Business Systems Analysis & Design

Spring Semester

This course covers the concept of the computer systems development life cycle, including the analysis, design and implementation of business software systems. The structured analysis methodology will be used to emphasize case tools, prototyping, data flow diagrams, data dictionary notation, data structure diagrams, entity relationship diagrams, structured English, pseudocode, and decision tables. Individual assignments and a group project will be required. This is a writing/communications intensive course. This is a capstone course and should be taken in the final semester.

3 credit hours.

IFS460 Data Base Management Systems

Fall Semester

A comprehensive discussion of relational data base theory and design. Emphasis is on data structure and design for building robust and flexible data repositories. Semester-long projects will use popular data base software. Prerequisite: IFS305 or IFS350 with a grade of 2 or better. This is a writing/communications intensive course.

3 credit hours.

IFS470 Selected Topics in Information Systems

This course is a seminar in IFS intended to provide coverage of topics of special interest or noteworthy significance in the IFS field. Course requirements will generally include a course project. Prerequisite: Senior standing in the major or permission of the instructor.

3 credit hours.

IFS490, IFS491 Information System Internship I and II

Planned and supervised work experience in a computerized systems environment at selected cooperating firms. Internships require students to meet periodically with a faculty supervisor, provide a written deliverable and participate in an end of

internship evaluation. The program requires approximately ten hours per week for twelve weeks. Prerequisite: Junior standing and departmental approval of each student participant's individual program. Grading will be pass/fail.

3 credit hours.

INTERNATIONAL BUSINESS

IBS200 Principles of International Business Fall-Spring Semesters

This course provides an introductory overview of how the global business environment impacts decision making and planning within the multinational firm. Topics include: economic reasons for global trade, environmental factors that im-

pact decision making (economic, cultural, political, legal), foreign market penetration strategies, and international considerations in a variety of business areas (finance, organizational design, staffing, marketing, strategic planning).

3 credit hours.

INTERNATIONAL STUDIES

The basic purpose of the International Studies program is to offer students an introduction to Africa, East Asia, Latin America, the Middle East, Russia, and South Asia as a means of broadening their international awareness in a time of expanding horizons. The introductory courses achieve maximum breadth through an interdisciplinary and intercultural approach. Courses with * satisfy ADR V.

- *INT145 Introduction to Latin America
- *INT146 Introduction to the Middle East
- *INT147 Introduction to Russia
- *INT150 Introduction to South Asia

Each of these courses is an introductory survey of the designated area. The course content is interdisciplinary and encompasses aspects of history, government, sociology, anthropology, art, music, literature and religion of the particular area.

Introductory International Studies

3 credits (Offered every semester)

- *INT143 Introduction to Africa
- *INT144 Introduction to East Asia

Upper-level International Studies

For students who wish to pursue upper-division International Studies courses, see the Political Science offerings (p. 410).

LANGUAGES

The college offers a baccalaureate major in Spanish and various levels of language instruction in French and German. Elementary courses in Italian, Latin, and Russian are offered on a regular basis.

The first year of foreign language study emphasizes the acquisition of rudimentary proficiency in

listening comprehension, reading comprehension, and speaking. In intermediate and advanced courses, continued emphasis is placed on oral and written expression, along with an appreciation of literature and the cultural modes of the countries in which the language is spoken. Both elementary

and intermediate level language courses have a required laboratory component and students attend the lab at their convenience.

Placement into the approved level of language study is essential to a positive learning experience. Placement will be based on the student's previous experience in the language, and the following guidelines will be used to determine the correct placement:

Elementary I:

Designed for students with no previous experience with the language; students with one year of high school study or less will be placed in this language level.

Elementary II:

Designed for students who have passed Elementary I or its equivalent with a grade of C or better; students with two years of high school study will be placed in this language level.

Intermediate I:

Designed for students who have passed Elementary II or its equivalent with a grade of C or better; students with three to four years of high school study will be placed in this language level.

Intermediate II:

Designed for students who have passed Intermediate I or its equivalent with a grade of C or better; students with more than four years of high school language study should enter this language level.

Students may not earn credit for language study at a level below that recommended. With the permission of the language coordinator, a student may audit a language course on any level.

INT101 Introduction to Indo-European Languages and Folklore

Fall-Spring Semesters

An elementary study of the origin and development of the Indo-European languages and an introduction to common themes and motifs of selected Indo-European folklore.

3 credit hours. Satisfies ADR V.

FRENCH

FRN101 Elementary French I

Fall-Spring Semesters

An introduction to the fundamental patterns and skills (speaking, listening, reading, and writing) of the language. No previous French required.

3 credit hours. Satisfies ADR V.

FRN102 Elementary French II

Fall-Spring Semesters

Continuation of FRN101. Before entering this course, students are expected to be able to communicate at a basic level to satisfy immediate needs. In this level, students will learn to communicate beyond the present tense, to participate in short conversations, and to create with the language. Topics will continue to focus on survival skills such as asking/giving directions, making purchases, arranging transportation, and ordering a meal. Prerequisite: FRN101 or equivalent. Students must receive a grade of 2 or better in FRN101 before enrolling in FRN102.

3 credit hours. Satisfies ADR V.

FRN201 Intermediate French I

Spring Semester

Before entering this course, students are expected to be able to use learned material to create with the language. Familiarity with short selections from literature and the ability to answer simple questions about reading selections are expected. Students will be introduced to more advanced structures to further their language skills. Literary and cultural readings are of increasing complexity at this level. Class is conducted in the target language. Prerequisite: FRN102 or equivalent. Students must receive a grade of 2 or better in FRN102 before enrolling in FRN201.

3 credit hours. Satisfies ADR V.

FRN202 Intermediate French II

Spring Semester

Continuation of FRN201. Before entering this course, students are expected to be able to participate in short conversations, transfer learned material to new situations/contexts, communicate

about the present and past, write short compositions, and read short literary selections. Students must receive a grade of 2 or better in FRN201 before enrolling in FRN202.

3 credit hours. Satisfies ADR V.

FRN205 Intermediate French Conversation

An intermediate level course designed to help the student improve his or her oral communication skills in the French language. Emphasis will be on the acquisition of the necessary vocabulary and grammatical structures needed to function in a wide variety of everyday situations. Prerequisite: FRN201 or equivalent.

3 credit hours. Satisfies ADR V.

FRN206 Reading Strategies in French

Fall Semester
This course is designed to develop strategies to improve the students' reading skills so that they may read more advanced texts in French, including newspaper and magazine articles, poetry and short stories. Prerequisite: FRN 202 or equivalent.

3 credit hours. Satisfies ADR V.

FRN303 French Culture/Civilization

Spring Semester
This course is a survey of French Civilization and Culture. It begins with a chronological overview of the history of France from prehistoric times to the present. Also included are the French achievements in literature, the arts and the sciences. The second part of the course deals with family life, education, economic life, government and leisure. Prerequisite: FRN 202 or equivalent.

3 credit hours.

FRN315 French Literature I

A selection of major works of the French language. Emphasis on characteristic themes and styles. Prerequisite: FRN202 or equivalent.

3 credit hours. Satisfies ADR V.

FRN316 French Literature II

Continuation of FRN315.

3 credit hours. Satisfies ADR V.

GERMAN

GRM101 Elementary German I

Fall Semester

An introduction to the fundamental patterns and skills (speaking, listening, reading, and writing) of the language. No previous German required.

3 credit hours. Satisfies ADR V.

GRM102 Elementary German II

Spring Semester

Continuation of GRM101. Before entering this course, students are expected to be able to communicate at a basic level to satisfy immediate needs. In this level, students will learn to communicate beyond the present tense, to participate in short conversations, and to create with the language. Topics will continue to focus on survival skills such as asking/giving directions, making purchases, arranging transportation, and ordering a meal. Prerequisite: GRM101 or equivalent. Students must receive a grade of 2 or better in GRM101 before enrolling in GRM102.

3 credit hours. Satisfies ADR V.

GRM201 Intermediate German I

Fall Semester

Further development of the language skills through extensive exposure to spoken German, German conversation and cultural readings. Class is conducted in the target language. Prerequisite: GRM102 or equivalent. Students must receive a grade of 2 or better in GRM102 before enrolling in GRM201.

3 credit hours. Satisfies ADR V.

GRM202 Intermediate German II

Spring Semester

Continuation of GRM201. Before entering this course, students are expected to be able to use learned material to create with the language. Familiarity with short selections from literature and the ability to answer simple questions about reading selections are expected. Students will be introduced to more advanced structures to further their language skills. Literacy and cultural readings are of increasing complexity at this level.

Prerequisite: GRM201 or equivalent. Students must receive a grade of 2 or better in GRM201 before enrolling in GRM202.

3 credit hours. Satisfies ADR V.

GRM205 Intermediate German Conversation

This course is exclusively designed to strengthen students' listening comprehension and speaking skills in German. Through personal interactions (dialogues with fellow students and instructor), visual and audio materials, and through individual and group presentations these two most important and basic skills of language acquisition will be practiced and refined. Prerequisite: GRM202.

3 credit hours. Satisfies ADR V.

GRM301 Advanced German I

Fall Semester alternate years

Intensive readings, writing essays and reports, and making oral presentations in German. Class conducted in German. Prerequisite: GRM202.

3 credit hours. Satisfies ADR V.

GRM302 Advanced German II

Semester in Germany

Speaking and applying German in the German cultural environment, experiencing and participating in native cultural activities, and writing a day-by-day diary in German.

3 credit hours. (Additional costs for travel, board and room.)

GRM305 German Culture and Civilization

This course surveys and traces German civilization from its various tribal beginnings through the turbulent years of Particularism (German disunity), the disintegration of the Holy Roman Empire of German Nation, the power-struggle between Prussia and Austria, to the establishment of a German nation in 1871, and explains the effects of two World Wars, the division of Germany and its final reunification in 1990. It is also an overview of today's subdivision of German culture as it exists in Germany, Austria and Switzerland, and introduces the student to the modern and

contemporary life-styles, family traditions, and political as well as economical peculiarities of these German-speaking countries. This course is conducted in German. Prerequisites: GRM202.

3 credit hours. Satisfies ADR V.

GRM315 German Literature I

Fall Semester alternate years

This course is a survey of selected representative works of German literature from the early Old High German period to the Age of Enlightenment. Prerequisite: GRM202

3 credit hours. Satisfies ADR V.

GRM316 German Literature II

German Literature II is a survey of selected representative works of German literature beginning with the Age of Romanticism and Classicism to the post World War Two era. Prerequisite: GRM202.

3 credit hours. Satisfies ADR V.

ITALIAN

ITL101 Elementary Italian I

Fall Semester

An introduction to the fundamental patterns and skills (speaking, listening, reading and writing) of the language. No previous Italian required.

3 credit hours. Satisfies ADR V.

ITL102 Elementary Italian II

Spring Semester

Continuation of ITL101. Before entering this course, students are expected to be able to communicate at a basic level to satisfy immediate needs. In this level, students will learn to communicate beyond the present tense, to participate in short conversations, and to create with the language. Topics will continue to focus on survival skills such as asking/giving directions, making purchases, arranging transportation, and ordering a meal. Prerequisite: ITL101 or equivalent. Students must receive a grade of 2 or better in ITL101 before enrolling in ITL102.

3 credit hours. Satisfies ADR V.

LATIN**LAT101 Elementary Latin I***Fall Semester*

An introduction to the fundamentals of the language and culture. Emphasis on language patterns, reading comprehension, and beginning writing skills. No previous Latin required.

3 credit hours. Satisfies ADR V.

LAT102 Elementary Latin II*Spring Semester*

Continuation of LAT101. Before entering this course, students are expected to be able to communicate at a basic level to satisfy immediate needs. In this level, students will continue practice with structures learned in Latin I. More complex forms are added and readings are of increased difficulty. Cultural readings emphasize the social and political history of Rome. Course includes some study of the Latin roots of English words. Prerequisite: LAT101 or equivalent. Students must receive a grade of 2 or better in LAT101 before enrolling in LAT102.

3 credit hours. Satisfies ADR V.

RUSSIAN**RUS101 Elementary Russian I***Fall Semester*

An introduction to the fundamental patterns and skills (speaking, listening, reading and writing) of the language. No previous Russian required.

3 credit hours. Satisfies ADR V.

RUS102 Elementary Russian II*Spring Semester*

Continuation of RUS101. Before entering this course, students are expected to be able to communicate at a basic level to satisfy immediate needs. In this level, students will learn to communicate beyond the present tense, to participate in short conversations, and to create with the language. Prerequisite: RUS101 or equivalent. Students must receive a grade of 2 or better in RUS101 before enrolling in RUS102.

3 credit hours. Satisfies ADR V.

SPANISH**SPN101 Elementary Spanish I***Fall-Spring Semesters*

An introduction to the fundamental patterns and skills (speaking, listening, reading, and writing) of the language. No previous Spanish required.

3 credit hours. Satisfies ADR V.

SPN102 Elementary Spanish II*Fall-Spring Semesters*

Continuation of SPN101. Before entering this course, students are expected to be able to communicate at a basic level to satisfy immediate needs. In this level, students will learn to communicate beyond the present tense, to participate in short conversations, and to create with the language. Topics will continue to focus on survival skills such as asking/giving directions, making purchases, arranging transportation, and ordering a meal. Prerequisite: SPN101 or equivalent. Students must receive a grade of 2 or better in SPN101 before enrolling in SPN102.

3 credit hours. Satisfies ADR V.

SPN107 Spanish for the Health Fields*Spring Semester*

Spanish for students entering health-related fields. Emphasis is on commonly encountered topics and situations in a medical setting. The course enables the learner to communicate with Spanish-speaking clients. Included are Hispanic culture, customs and traditions that have a bearing on the delivery of health services. Taught in Spanish. Course does not satisfy ADE V. Prerequisite: SPN101 or equivalent.

3 credit hours.

SPN125 Orientation to Mexico*Spring Semester*

A general overview of Mexico - its customs, traditions and some unique features of Mexican Spanish. Intended exclusively for students planning to participate in the mini-mester in Mexico. Taught in English.

1 credit hour.

SPN201 Intermediate Spanish I*Fall–Spring Semesters*

Before entering this course, students are expected to be able to use learned material to create with the language. Familiarity with short selections from literature and the ability to answer simple questions about reading selections are expected. Further development of the language skills through extensive exposure to spoken Spanish, cultural and literary readings, and video. Class is conducted in the target language. Prerequisite: SPN102 or equivalent. Students must receive a grade of 2 or better in SPN102 before enrolling in SPN201.

3 credit hours. Satisfies ADR V.

SPN202 Intermediate Spanish II*Fall–Spring Semesters*

Before entering this course, students are expected to be able to use learned material to create with the language. Familiarity with short selections from literature and the ability to answer simple questions about reading selections are expected. Students will be introduced to more advanced structures to further their language skills. Literary and cultural readings are of increasing complexity at this level. Emphasis is on the application of Spanish language skills to reading of literary selections and responding in writing. Grammatical structures and vocabulary focus is on the areas which typically cause difficulty for second language learners. Prerequisite: SPN201 or equivalent. Students must receive a grade of 2 or better in SPN201 before enrolling in SPN202.

3 credit hours. Satisfies ADR V.

SPN205 Intermediate Spanish**Conversation***Fall–Spring Semesters*

Through the use of journalistic materials, audio and video tapes, and in-class group activities, students will practice listening and speaking skills for use in everyday situations. Prerequisite: SPN202 or equivalent.

3 credit hours. Satisfies ADR V.

SPN206 Reading Strategies in Spanish*Fall–Spring Semesters*

The course focuses on strategies for developing skills needed to read “authentic” texts in Spanish—newspapers, magazines, and short literary texts. Prerequisite: SPN202 or equivalent.

3 credit hours. Satisfies ADR V.

SPN301 Advanced Oral and Written Expression in Spanish*Fall Semester*

A course designed to provide students opportunities to refine their oral and written expression in Spanish in formal and informal settings through conversations, oral presentations, interviews, journal writing and essays. Course is conducted in the target language. Prerequisite: SPN202 or equivalent.

3 credit hours. Satisfies ADR V.

SPN305 Spanish Civilization and Culture*Spring Semester, every other year*

The focus of this course is the civilization and culture of Spain with emphasis on its great diversity. Current culture is considered in a historical context. All readings and discussions are in the target language. Prerequisite: SPN202 or equivalent.

3 credit hours. Satisfies ADR V.

SPN306 Spanish-American Civilization and Culture*Spring Semester, every other year*

The focus of the course is the civilization and culture of Spanish America from pre-colonial era to the present. Current cultural manifestations are considered in their historic context and are compared with those of U.S. culture. All readings and discussions are in the target language. Prerequisite: SPN202 or equivalent.

3 credit hours. Satisfies ADR V.

SPN315 Introduction to the Literature of Spain*Spring Semester*

This course is a survey of Spanish literature from the Middle Ages to the 20th century. A selection of texts by Spanish authors will be read and dis-

cussed in class. Emphasis will be on identifying the main literacy movements in Spain, as well as the characteristic themes and styles of each author. Prerequisite: SPN206 or equivalent.

3 credit hours. Satisfies ADR V.

SPN316 Introduction to the Literature of Spanish America

Fall Semester

This course is a survey of Spanish-American literature from the 17th century to the 20th century. A selection of texts by Spanish-American authors will be read and discussed in class. Emphasis will be on identifying the main literacy movements in Spanish America, the characteristic themes and styles of each author, and the relationship between literature and society in Spanish America. Prerequisite: SPN206 or equivalent.

3 credit hours. Satisfies ADR V.

SPN405 Spanish through Hispanic Cinema

Fall Semester; every other year

The primary goal of this course, taught in Spanish, is to help students improve their Spanish language skills. The vehicle through which this goal is achieved is Hispanic film representing a wide range of countries and genres. As students view, discuss and analyze the films, they will gain not only language skills, but also will develop their interpretive and critical thinking skills, explore social and political problems and gain insight into cultural perspectives of the Hispanic world as manifested in Hispanic cinema. Prerequisite: 6 credits in Spanish above the 200 level.

3 credit hours.

SPN415 19th Century Literature of Spain

This course is a study of the main authors and literary movements in Spain during the 19th century through the analysis of selected texts. Close attention will be paid to the authors' themes, styles, and techniques. Prerequisite: SPN315 or SPN316.

3 credit hours. Satisfies ADR V.

SPN416 19th Century Literature of Spanish America

This course is a study of the main authors and

literary movements in Spanish America during the 19th century through an analysis of selected texts. Close attention will be paid to the relationship between society and literature in 19th-century Spanish America. Prerequisite: SPN315 or SPN316.

3 credit hours. Satisfies ADR V.

SPN420 Advanced Spanish Grammar

Students will sharpen their skills in the finer points of the Spanish language through the study of structures which cause particular difficulty for the native speaker of English. Prerequisite: 6 credits in Spanish above the 200 level.

3 credit hours.

SPN425 Spanish Linguistics

A course which focuses on the comparison between English and Spanish in three areas: phonology, morphology, and syntax. Special attention is paid to the areas of interference between Spanish and English in an effort to help students improve pronunciation and understand the underlying structure of the target language. Prerequisite: 6 credits in Spanish above the 200 level.

3 credit hours.

SPN435 Special Topics in 20th Century Spanish-American Literature

This course is a detailed study of 20th-century Spanish American literature with the focus on one genre (novel, short story, poetry, drama). Close attention will be paid to the major authors within each group, their themes, styles and techniques, and how they portray contemporary Spanish American reality. Prerequisite: SPN315 or SPN316.

3 credit hours.

SPN436 Special Topics in 20th Century Literature of Spain

This course is an in-depth study of one aspect of 20th-century Spanish literature. The focus will be on one period, one genre, or a particular author, paying close attention to themes and styles, as well as the interrelationships between literature and society in 20th-century Spain. Prerequisite: SPN315 or SPN316.

3 credit hours.

SPN450 Internship in Spanish

Students with sufficient background in Spanish may wish to complete an internship at a selected cooperating firm or organization. To earn academic credit, the internship must be completed at an approved site where the on-site supervisor has agreed to provide the intern with structured learning experiences that will assist them in achieving specific learning objectives. Internship study is available to matriculated students who have earned 60 or more credits and a 2.5 cumulative grade point average at the time of application.

3 credit hours.

SPN498, SPN499 Independent Study in Spanish***Mini-mester in Mexico***

Students may earn three elective credits by participating in intensive Spanish language study in Mexico. Students live with Mexican families and study language and culture at an established language institute. No previous Spanish required. Contact department for further information. Prerequisite: SPN125.

3 credit hours.

LITERATURE**LIT160 Introduction to Literature**

Readings and discussions of traditional and contemporary stories, poems, and plays. Designed especially for the non-English major. Open to entering Freshmen.

3 credit hours. Satisfies ADR I.

LIT203 African-American Literature

An introduction to representative writings by Black American authors, including those associated with the Harlem Renaissance.

3 credit hours.

LIT210 Studies in Criticism and Theory

Studies in Criticism and Theory is a focused study of key figures, themes, and issues in the field of text interpretation. Major movements may include New Criticism, Reader-Reception Theory, New Historicism, Structuralism, Deconstruction, Feminism, and Postmodernism. Prerequisites: WRT101 and WRT200.

3 credit hours.

LIT228 Foundations of English Studies

LIT228 engages students in the professional discourse of English studies, providing a foundation for the materials and methodologies of more advanced courses. Students will read in a variety of genres, including fiction, poetry, drama, and critical theory; they will examine both their own and other current approaches to texts. Students will be

asked to demonstrate their facility with such methods through short writing assignments, oral presentations, and an independent research project.

3 credit hours.

LIT281 American Literature to 1885

An examination of American literatures from Pre-Columbian materials through the writings of late nineteenth-century authors. Textual interpretive strategies include historical and cultural approaches.

3 credit hours. Satisfies ADR I.

LIT282 American Literature after 1885

An examination of American literatures from the late nineteenth century to the present. Textual interpretive strategies include historical and cultural approaches.

3 credit hours. Satisfies ADR I.

LIT283 British Literature to 1750

The examination in some detail of a select number of masterpieces from Beowulf to the poetry of John Milton—works which form the foundation of a significant literary heritage for the English-speaking world.

3 credit hours. Satisfies ADR I.

LIT284 British Literature after 1750

LIT284 introduces some of the major figures, works, and ideas in British literature from the end of the eighteenth century to the present. Included

ing poetry, fiction, non-fiction prose, and drama, this course examines the historical, cultural, and literary frameworks within which these literatures were produced, as well as highlighting the distinctiveness of writers and texts generally recognized to be influential both within their periods and in later periods.

3 credit hours. Satisfies ADR I.

LIT285 European Literature to 1600

A study of masterpieces of Greek and Roman classics, medieval literature, and Renaissance literature.

3 credit hours. Satisfies ADR I.

LIT286 European Literature Since 1600

A study of masterpieces of European literature since the Renaissance.

3 credit hours. Satisfies ADR I.

LIT291 The Short Story

An opportunity to read European and American short fiction from the time of Homer to the present, in order to see the development of the short story as a genre, as well as to develop valid critical judgments and intensive reading skills.

3 credit hours. Satisfies ADR I.

LIT310 Language and Linguistics

An introduction to American English. Areas of focus include perspectives on the history of American English, English grammar, language standardization and dialects, origins of words, and the role of dictionaries. Required for English Literary Studies, Professional Writing, and Secondary Education–English majors. Prerequisites: WRT101 and WRT200.

3 credit hours.

LIT313 American Novel

This course is a study of selected American novels, including works by such authors as Hawthorne, Melville, Twain, James, Cather, Wharton, Ellison, and Updike. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT322 Nineteenth-Century Novel

This course examines the period's dominant form for representing middle-class experience and values. Typical focal points include the emergence

of industrial society, democratizing movements, and gender issues, as well as the development of the multi-plot novel and narrative point-of-view. Prerequisites: WRT101 and WRT200.

3 credit hours.

LIT323 Shakespeare I

A survey of Shakespeare's achievement in several dramatic genres with emphasis on the comedies and histories. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT324 Shakespeare II

A survey of Shakespeare's achievement in several dramatic genres and the sonnets with emphasis on the tragedies. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT326 Twentieth-Century British Literature

This course examines modernist and post-modernist literatures, giving attention to issues of narrative and cultural fragmentation, the impact of the two world wars on British culture and writing, and the shifting notions of "Englishness" during a period of social change. Prerequisites: WRT101 and WRT200.

3 credit hours.

LIT341 The Comic Tradition

The study of some masterpieces of comic writing, from Aristophanes to Woody Allen. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT342 Popular Literature

A critical examination of magazine fiction, "best sellers," and other selections which have met with wide acceptance by the general reading public. Typical categories include historical romance, the mystery, science-fiction, and new journalism. Most (but not necessarily all) works are by twentieth-century American writers. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT343 The Experience of Poetry

An introduction to the forms and techniques of

the poet's craft, with emphasis on the pleasure and insights gained from careful reading of a wide range of good poetry. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT344/WGS344 Love and Sex in Literature

A thematic and historical study of the claims of love, sexuality, and gender as inspiration for and subject of imaginative literature. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT346 Literature and Society

A study of how social problems, social attitudes, and social panaceas are depicted in literature. Selections studied include recent works as well as those from earlier periods. Prerequisites: WRT101 and WRT200.

3 credit hours.

LIT347 Literature and Psychology

The study of literature as a conscious and unconscious search to understand patterns in human behavior. The student is invited to reflect upon a variety of stories in a variety of forms, old and new, for children and for adults. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT380 Major Authors and Literary Traditions

Thorough study of single major author (such as Milton), a genre (like the literature of terror), a tradition (such as Nationalism), or literary theory. The specific theme of these courses may be suggested either by faculty members or by students. These courses may be repeated for different topics. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT381 Literary Theory

This course offers a critical examination of approaches to literary interpretation, with an emphasis on theoretical schools and philosophical movements relevant to contemporary issues in humanities studies. Areas of focus may include,

but are not limited to: aesthetics, culture, politics, gender, history, linguistics, race, and sexuality. Prerequisites: WRT101 and WRT200.

3 credit hours.

LIT382/WGS382 Women in Literature

This course explores the connections between gender and literary expression by examining the cultural and literary patterns linking the lives of women and their works. Readings will include women's writing in a number of genres such as poetry, drama, short story, and essay. Students will also study and discuss the critical apparatus surrounding each form. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT390 The Bible as Literature

This course is an introduction to the literary genres found in the Old and New Testaments. We will study biblical epics, stories, and the poetry of the psalms. Students will write papers on the literary form, as well as the content, of individual books of the bible. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT391 Literature of Terror

This course examines the Gothic Tradition in literature within many genres: the novel, short fiction, drama, and other media. Authors studies in this course include, among others, Walpole, Coleridge, Mary Shelley, Poe, Hawthorne, Stoker, Stevenson, Lovecraft, and King. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT393 Literature and Film

This course examines the longstanding and complex relationship between literature and film from a variety of different historical, critical, and theoretical perspectives. Special attention will be given to the process of adaptation by which filmmakers attempt to create cinematic analogues to pre-existing literary texts. Other possible topics might include a study of the way in which literary modes

and traditions have helped to shape the development of the cinema as a medium and the way in which film has inspired or influenced some of the most important works of literature produced over the last century. Prerequisites: WRT101 and WRT200.

3 credit hours.

LIT401 English Seminar

Directed research and writing under close supervision. Required for all English majors. Open to other students only with permission of the professor. Prerequisites: The completion of 50 credit hours and WRT101 and WRT200.

3 credit hours.

LIT416 Modern Drama

A study of representative plays by major American and European playwrights from Ibsen to the present. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

LIT450, LIT451 Literature Internship

The purpose of an internship is to provide students with practical training and supervised work experience in appropriate firms or organizations. Internships are designed to give students an opportunity to make use of the practical aspects of

their classroom knowledge, to complement and extend their classroom experiences, and to develop their understanding and confidence through a work-related experience. Responsibilities will vary according to placement as determined by the work supervisors of the sponsoring agency and faculty coordinator. Students are required to spend a minimum of 120 hours work on site. Students must have earned 60 or more credits and a minimum of 2.5 cumulative grade point average at the time of application and complete an internship application.

3 credit hours.

LIT498, LIT499 Independent Study

An opportunity for the student who wishes to undertake a well-defined research project. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisites: WRT101 and WRT200.

1-3 credit hours.

LONG-TERM CARE ADMINISTRATION

LTC201 Personal Care & Assisted Living Administration

Spring Semester

This course is designed to enable students to focus on administration in personal care and assisted living homes. Topics will focus on administrative issues, regulations, fiscal management, physiological and psychosocial issues of this population. Students will have the opportunity to visit a personal care home and interview staff and residents.

3 credit hours.

LTC210 Regulatory Issues in Long-Term Care

Spring Semester (even-numbered years)

This course is designed to introduce the student to the various regulatory agencies and regulations that govern the operational aspects of long term care. Long-term care is driven by State and Federal regulations. Those pursuing careers in long term care administration or careers in ancillary professions of long-term care will gain an understanding of the formation and mandated implementation of regulations, as well as how to ensure compliance.

3 credit hours.

LTC220 General Administrative Issues in Long-Term Care***Fall Semester (even-numbered years)***

This course is designed to involve the student in the general administrative facet of nursing homes, including strategic planning. The effective integration of facility support services will be covered as well as family and community relations. Focus will be on the role of the administrator in the management of the total organization.

3 credit hours.

LTC300 A Marketing Perspective to Aging***Fall Semester***

This course is designed to enable students to focus on skills for service delivery from a business and entrepreneurial perspective. Students will have the opportunity to learn assessment and research tools that are applied to a review of current business applications in health care, finance, environmental design, etc. Prerequisites: MKT 220 and GER315.

3 credit hours.

LTC310 Fiscal Issues in Long-Term Care***Fall Semester (odd-numbered years)***

This course will cover issues of fiscal management, including budgeting and third party reimbursements. Risk management will be investigated in terms of financing, liabilities and insurances.

3 credit hours.

LTC320 Resident Services in Long-Term Care***Spring Semester (odd-numbered years)***

This course involves the student in the direct services available to residents of long-term care facilities. The roles of the nursing departments, resident care management, rehabilitation, special care, dietary and nutrition, pharmacy and health support services will be covered.

3 credit hours.

LTC495, LTC496, LTC497 Administrator-in-Training

A carefully planned program to provide in-depth experience (with cooperating facilities) in all aspects of long-term care administration. Supplemental seminars, reports and appraisals will be required. Credit awarded will be based on length and scope of each program. Prerequisite: Senior major with coordinator's approval, 2.5 G.P.A.

12 or 15 credit hours (LTC495-6 cr., LTC496-6 cr., LTC497-3 cr.)

LTC498, LTC499 Independent Study

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1-3 credit hours each semester.

MANAGEMENT

MGT250 Principles of Management***Fall-Spring Semesters***

An analysis of the managerial functions of planning, organizing, leading, and controlling. Additional topics include ethics, social responsibility, human resource management, organizational

behavior and decision making. The course is intended to develop a diagnostic management style for managing in diverse organizational situations. This is a writing/communications intensive course.

3 credit hours.

MGT315 Human Resource Development
Spring Semester

This course provides an overview of the field of Human Resource Development and includes modules on each of the major HRD functions. These include needs assessment, the design, planning and implementation of training and development activities, HRD management and evaluation of HRD efforts. This course is aimed at those who are or will be involved in providing programs designed to improve skills and abilities of employees in operational, staff support, clerical, sales and managerial positions. Prerequisite: Completion of MGT250 with a grade of 2 or better.

3 credit hours.

MGT320 Human Resource Management
Fall-Spring Semesters

This course explores theories and concepts leading to effective utilization of human resources in organizations. Strategic human resource planning, recruitment, selection, socialization, training and development, career development, performance appraisal, rewards and compensation, benefits, safety and health, and labor relations are addressed within the context of a complex legal environment. Prerequisite: Completion of MGT250 with a grade of 2 or better.

3 credit hours.

MGT330 Labor Relations
Fall Semester

This course provides an overview of the collective bargaining process in the United States. The history of labor relations, organization and purposes of unions and relevant labor laws provide an introduction to exploring specific topics. Such topics include negotiation of union contracts, grievance systems and arbitration. Current events and issues are used to discuss the labor relations challenges of the 21st century work place. Prerequisite: Completion of MGT250 with a grade of 2 or better.

3 credit hours.

MGT350 Operations Management
Fall-Spring Semesters

A course which focuses on the management of resources required to produce products and services within the framework of an organizational structure. The principles of operational processes, product/service development, forecasting, facility and layout, planning, job design/work measurement, materials management, quality control and research techniques are covered. This course is a writing/communication intensive course. This course will include a non-credit communications laboratory that will meet outside of the normal class time. Prerequisite: Completion ACC225, ECO201, MKT200, MGT250 and QBA265 with grades of 2 or better.

3 credit hours.

MGT360 Supply Chain Management

This course is designed to cover all phases of materials management in both manufacturing and service organizations. Topics include: inventory management and control, JIT, TQM, SPC, major inventory systems, inventory relationships, inventory accounting, bills of materials, materials requirements planning, manufacturing and service control systems. Prerequisite: Completion of MGT350 with a grade of 2 or better.

3 credit hours.

MGT365 Purchasing Management

Purchasing Management encompasses the processes, common to all businesses, by which organizations are supplied with the goods and services, including utilities, capital equipment, supplies, materials, and purchased parts, needed to achieve their objectives. Prerequisite: Completion of MGT250 with a grade of 2 or better.

3 credit hours.

MGT375 International Management
Fall-Spring Semester

This course emphasizes the management of business across borders in today's global environment. Emphasis is placed on the manager's decision making process and connections between host country environments and multinational strategies.

Topics include the role that information technology plays to blend variation in culture, politics, and economic conditions into a global economy. Another area of emphasis is how organizational and managerial dynamics can result in a multinational company's competitive advantage. Prerequisite: Completion of MGT250 with a grade of 2 or better.

3 credit hours.

MGT420 Employment Law

Spring Semester

An examination of the relevant legislation and regulation affecting human resource decision making, including issues of discrimination, unemployment insurance, workers' compensation, salary and benefit administration, safety, and retirement. Prerequisite: Completion of MGT320 with a grade of 2 or better.

3 credit hours.

MGT435 Recruitment/Selection of Human Resources

Fall Semester

This is an advanced human resource course which focuses specifically on the recruitment and acquisition of employees. Recruitment topics include: determining staffing needs, recruitment strategies and methods, factors influencing response rates and designing advertisements. The selection component covers job analysis methods, task analysis, developing job requirements and specifications, developing a selection plan, and a thorough analysis of selection instruments. An in-depth discussion of government regulations and the importance of evaluation will be included for both topic areas. A comprehensive project integrating all topics is required for successful completion of the course. Prerequisite: Completion of MGT320 with a grade of 2 or better.

3 credit hours.

MGT440 Business, Government, and Society

Fall-Spring Semesters

This course examines the business organization in relationship to government, employee groups

and the community. A major theme in the course is the social responsibility of business. Topics of study include ethics, environmental pollution, employee rights, government regulation, global management and the political system as it affects business decision-making. Prerequisite: Senior standing.

3 credit hours.

MGT450 Special Studies in Management

A senior level course designed to examine concepts and research concerned with special issues in the management discipline. Specific topics and faculty leaders will vary with each topic. Credit is given on the basis of work performed. This work may consist of papers based on the student's knowledge of topics gained through academic research or experiential activities. Prerequisite: Permission of instructor.

3 credit hours.

MGT460 Advanced Operations Management

This course expands on the concepts and theories covered in MGT350 Operations Management course. Subject areas such as TQM (total quality management), JIT (just-in-time) management, operation systems design, flexible operation systems, ISO-9000 advanced technologies and statistical process control are covered. In addition, emerging operations methodologies will be integrated into course content where applicable. Prerequisite: Completion of MGT350 with a grade of 2 or better.

3 credit hours.

MGT490, MGT491 Management Internship

Planned and supervised work experience at selected cooperating firms. Internships require students to meet periodically with a faculty supervisor, provide a written deliverable and participate in an end of internship evaluation. Prerequisite: Junior standing and departmental approval of each student participant's individual program. Credit awarded will be based on length and scope of each program. Grading will be Pass/Fail.

3 credit hours each semester.

MARKETING

MKT200 Principles of Marketing

Fall-Spring Semesters

Marketing begins with the market. Therefore, this course starts with the identification of potential customers. It then deals with decisions about the marketing mix (product, price, promotion and distribution) that will satisfy those potential customers. The marketing mix decisions are made in light of today's and tomorrow's changing environment including the economy, ecology, ethics, technology, culture, lifestyle, global markets and competition.

3 credit hours.

MKT220 Personal Selling

Fall Semester

A study of selling fundamentals including the psychological principles of selling, customer attitudes and demand factors, the selling process and the application of selling principles.

3 credit hours.

MKT230 Retailing

Fall Semester

The objectives of this course are to help the student better understand and evaluate the specific activities of management, merchandising and promotional functions required in the operation of a retail organization in a competitive business environment.

3 credit hours.

MKT310 Fashion Marketing

Fall Semester

This course examines marketing principles and strategies as they apply to fashion trends, the domestic and foreign ready-to-wear market, the designer market and the promotion and display of fashion. Prerequisite: Completion of MKT200 with a grade of 2 or better.

3 credit hours.

MKT320 Retail Buying and Merchandising

Spring Semester

This course is designed to provide students with

the theoretical and practical concepts required for successful buying and merchandising in retailing. Prerequisite: Completion of MKT200 with a grade of 2 or better.

3 credit hours.

MKT330 Advertising

Fall Semester

This course involves a study of the organization and functions of advertising from the viewpoint of management—types of advertising, media selection and evaluation, preparation of copy and layout. Prerequisite: Completion of MKT200 with a grade of 2 or better.

3 credit hours.

MKT340 Logistics

Fall Semester

Logistics is the study of the movement of goods through the value-added system. The goal of logistics is to maximize customer service while minimizing distribution costs. In today's environment most organizations find that their suppliers and/or their markets are global. For this reason the course pays special attention to the special concerns of international distribution. Prerequisite: Completion of MKT200 and MGT250 with a grade of 2 or better. (Note: this course also counts as a management elective.)

3 credit hours.

MKT350 Business Marketing

Spring Semester

This course investigates the challenges a marketer faces when the customer is a business or institution, rather than a consumer. Topics include the differences between consumer and business to business marketing, segmentation techniques, marketing mix decisions, international issues and current events affecting the business to business marketer. Prerequisite: Completion of MKT200 with a grade of 2 or better.

3 credit hours.

MKT355 Internet Marketing*Spring Semester*

This course is designed to introduce the student to the techniques of internet marketing. Students will be introduced to the techniques and theories of using the internet as a promotional tool (advertising media), distribution channel and marketing research tool. A student completing this course will have a basic understanding of the internet as a marketing tool. Prerequisites: Successful completion of IFS100 or (and) IFS105, MKT200 with a grade of 2 or better.

3 credit hours.

MKT360 Consumer Behavior*Fall Semester*

This course involves an analysis of consumer behavior with reference to spending and saving habits, product preferences, shopping behavior, leisure time patterns, social change and mobility and the influence of advertising, selling and fashion trends. Prerequisite: Completion of MKT200 with a grade of 2 or better.

3 credit hours.

MKT370 International Marketing*Spring Semester*

The objective of this course is to help the student to better understand and evaluate marketing functions from the viewpoint of the international executive. Coverage will include international marketing policies relating to product adaptation, channels of distribution, pricing, communications and cost analysis. Consideration will also be given to the cultural, legal, financial and organizational aspects of international marketing. Prerequisite: Completion of MKT200 with a grade of 2 or better. This is a writing/communications intensive course.

3 credit hours.

MKT380 Sales Management*Spring Semester*

This course involves an in-depth examination of the role of the sales manager. Areas covered include the recruiting, training and supervision of

salespersons; the organization of sales territories; compensation schemes; and sales forecasting. Prerequisite: Completion of MKT200 and MGT250 with grades of 2 or better. This course may also count as a management elective.

3 credit hours.

MKT390 Advanced Advertising*Spring Semester*

This course covers the strategic use of advertising and related sales promotion in the marketplace. Emphasis placed on campaign development and coordination under conditions of uncertainty and multiple segmentation. Prerequisite: Completion of MKT330 with a grade of 2 or better.

3 credit hours.

MKT410 Marketing Ethics*Fall Semester*

This course is designed to get students to consider the wide range of ethical decisions that face the marketing professional. This course will include but is not limited to investigations of ethical issues in pricing, selling, advertising, distribution, product design, packaging and in dealings with suppliers. Special attention will also be placed on covering how ethical codes can be developed and how ethical behavior can be encouraged among employees. Prerequisite: Completion of MKT200 and MKT360 with grades of 2 or better.

3 credit hours.

MKT450 Marketing Research*Fall Semester*

This course covers managerial uses of marketing research in formulating marketing strategy; includes determination of situations requiring research, appraisal of alternative research methods and evaluation of studies, including theoretical concepts in research methodology. Prerequisites: Completion of MKT200 and QBA260 with grades of 2 or better and Senior Standing.

3 credit hours.

MKT475 Marketing Policies and Strategies*Spring Semester*

This course is designed to be the last marketing

course taken by marketing majors. It involves the study of the administrative process and analysis utilized by chief executives to formulate marketing policy and make strategic and tactical decisions under conditions of uncertainty. Prerequisites: Completion of QBA310 or QBA265 and MKT200 with grades of 2 or better and Senior Standing. This is a writing/communications intensive course.

3 credit hours.

MKT490, MKT491 Marketing Internship

Fall-Spring Semesters

This course involves planned and supervised work

experience at selected cooperating firms. Internships require students to meet periodically with a faculty supervisor, provide a written deliverable and participate in an end of internship evaluation. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be Pass/Fail.

3 credit hours.

MATHEMATICS

MAT102 Preliminary Mathematics

Fall-Spring Semesters

This course is designed to develop students' skills in preparation for MAT111. Topics will include algebra and problem-solving exercises for students whose backgrounds indicate the need for skill-building activities. This course may not be used to fulfill the mathematics core requirement. The credit hours earned will count as elective credits.

3 credit hours.

MAT105 College Algebra

Fall-Spring Semesters

Designed to prepare students in algebraic skills. Topics include equations in one and two variables, inequalities, systems of equations, quadratic equations, polynomial functions, exponents, and logarithms.

3 credit hours.

MAT108 Precalculus

Fall-Spring Semesters

A one semester course to prepare students for calculus. The course assumes a good background in algebra and will move quickly and thoroughly through all of the topics that students need to be prepared for calculus, algebra, functions, and trigonometry, as well as basic calculus concepts.

3 credit hours.

MAT111 Critical Thinking and Problem Solving in Mathematics*

Fall and Spring Semesters

The course will emphasize the use of mathematics to solve problems and will present situations where students develop critical thinking skills. Topics may include inductive and deductive reasoning, statistics, financial management, units, percentages, probability, and exponential growth. Prerequisites: Placement into MAT111 is based on MSAT and high school mathematics background. Students who believe that they need additional mathematics preparation before taking MAT111 should consult the Mathematics Coordinator to determine if they will need to take MAT102, Preliminary Mathematics.

3 credits hours.

MAT115 (MAT190) The Structure of Sets and Numbers*

Fall-Spring Semesters

The topics of this course include set theory, logic, algorithms, geometry, measurement, number systems, and the historical development of the real number system. This course develops the mathematical basis upon which basic mathematics is

*Courses which satisfy the College core mathematics requirement.

built-in a manner consistent with national mathematics standards.

3 credit hours.

MAT120 Applied Calculus*

Fall-Spring Semesters

A one-semester calculus course designed for Business and Engineering majors. Topics will include calculation of derivatives, maximum-minimum problems, curve sketching, integrals, area under curves and applications. The course uses applications from the business sector. Prerequisite: A "C" or better in College Algebra, MAT105.

3 credit hours.

MAT150 Using Data to Improve Decision Making*

Spring Semester

This is a course for secondary educators. Topics include materials on the PRAXIS-PPST Mathematics test, statistics, and other mathematics relevant to the secondary teacher. Methods for conducting classroom research and in interpreting professional research will be included. Prerequisite: MAT111 or above.

3 credit hours.

MAT171 Calculus I*

Fall-Spring Semesters

Both a theoretical and an applied approach to physics and engineering are emphasized in this in-depth study of introductory calculus topics. The topics of the course include a review of Algebra and Trigonometry, limits, differentiation, and applications of the derivative. Prerequisite: A strong background in algebra and trigonometry or PreCalculus.

4 credit hours.

MAT172 Calculus II*

Fall-Spring Semesters

Topics in this second course in calculus include the definition and theory of the definite integral; numerical integration; integral applications; the calculus of logarithms, exponential, inverse and hyperbolic functions; techniques of integration; and applications of the integral to physics and engineering. Prerequisite: MAT171.

4 credit hours.

MAT215 The Structure of Sets and Numbers II*

Fall-Spring Semesters

Designed to provide foundational mathematical concepts that are in concert with national mathematics standards, the topics of this course include geometry, probability, statistics, patterns and relationships, and problem solving. Prerequisite: MAT115.

3 credit hours.

MAT210 Strategies for Teaching Basic Mathematics Skills

Fall-Spring Semesters

This course will cover a wide range of topics taken from Preliminary Mathematics (MAT102), College Algebra (MAT105), Pre-Calculus (MAT108), The Structure of Sets (MAT115), and Applied Calculus (MAT120). Concurrently, the students will learn effective current tutoring methodologies from the text and from current pedagogical journal articles, as well as gain application experience in these methods by observing developmental classrooms, shadowing effective math tutors, and working with experienced teachers. Prerequisite: 2.0 or better in MAT120 or MAT271.

3 credit hours.

MAT211 Strategies for Teaching Basic Mathematics Skills Practicum

Fall Semester

Under the supervision of the Learning Resource Center Math Coordinator, the students will actively engage in tutoring each week. Students will spend a minimum of 2 hours each week in the LRC either tutoring, completing coursework, observing, or meeting/planning with the LRC mathematics coordinator. Students will work with tutees on an individualized basis as well as in small group settings. Students will model effective strategies observed in successful tutoring sessions and learned in MAT210. By continually evaluating the effectiveness of specific strategies, students will learn the best approach for a variety of situations. Education majors will receive 30 field experience hours in the community

program block. Prerequisite: 3.0 or better in MAT210.

1 credit hour.

MAT230 Exploring Math with the Computer
Fall Semester

Algorithms in several areas of mathematics are conceptually developed and then tested through computer programs. Topic areas include, but are not limited to, cellular automata, cryptology, fractals, number theory, and numerical methods. Prerequisites: MAT172 and a programming language such as C/C++.

3 credit hours.

MAT235 Discrete Mathematics
Fall Semester

A course in discrete mathematics emphasizing the finite and combinatorial aspect of many mathematical structures and problems. It includes applications to computer science and probability. Prerequisites: Calculus I and II.

3 credit hours.

MAT250 Elements of Statistics*
Spring Semester

An introductory course which includes probability distributions, confidence intervals, hypothesis testing, analysis of variance, and linear regression. Prerequisite: MAT105 or equivalent. Students who have taken BEH260 or QBA260 are not permitted to take this course.

3 credit hours.

MAT260 Elementary Linear Algebra*
Spring Semester

An introductory course in linear equations, determinants, vectors in the plane and in space, vector spaces, linear transformations, and eigenvalues. Designed as a serious mathematics course for students in the physical sciences, mathematics education, business or the mathematically curious. Prerequisite: MAT105, or the equivalent.

3 credit hours.

MAT271 Calculus III*
Fall-Spring Semesters

In this third course in Calculus, students study

infinite series, conic sections, vectors and the calculus of three-dimensional space, polar coordinates, partial derivatives, and multiple integrals with applications to physics and engineering. Prerequisite: MAT172.

4 credit hours.

MAT272 Differential Equations*
Fall-Spring Semesters

The course in Differential Equations covers the standard methods of solving ordinary differential equations and their applications to physics and electrical and mechanical engineering. Topics include methods for first solving order differential equations; second and higher-order equations; numerical methods for non-linear differential equations; and series solutions. Prerequisite: MAT172, Calculus II.

4 credit hours.

MAT280 Mathematical Structures*
Fall Semester

A first course in pure mathematics. Topics include sets, logic, mathematical proofs, relations and functions.

3 credit hours.

MAT340 Introduction to Geometry*
Spring Semester

An introduction to Euclidean geometry with some topics in non-Euclidean geometry. (Note: This course is not appropriate for Secondary Education-Mathematics or Mathematics majors.)

3 credit hours.

MAT345 Modern Geometry*
Fall Semester

A rigorous survey of Euclidean Geometry, recent additions to Euclidean Geometry, non-Euclidean geometries, and additional topics. Geometer's Sketchpad and/or other software will be used. Knowledge of Euclidean geometry is required for this course. Knowledge of Euclidean geometry is required for this course.

3 credits

*Courses which satisfy the college core mathematics requirement.

MAT350 Probability and Statistics**Fall Semester; even years*

A calculus based course in probability and statistics that will involve probability and a study of the distributions and expected values of continuous and discrete random variables. Prerequisite: MAT172.

3 credit hours.

MAT355 Math Standards*Spring Semester*

A course to be taken with SE355, Teaching Mathematics in the Secondary School, this course will cover the mathematics content of the National Council of Teachers of Mathematics' Principles and Standards, and relate them to the teaching of mathematics at the secondary school level. Corequisite: SE355. This course does not satisfy the core mathematics requirement.

1 credit hour.

MAT361 Abstract Algebra I**Fall Semester (odd-numbered years)*

An introduction to modern abstract algebra, the topics of this course include modular arithmetic, number theory, and group theory. This course requires a high degree of mathematical maturity and the ability to work with abstract mathematical concepts.

3 credit hours.

MAT362 Abstract Algebra II**Spring Semester (even-numbered years)*

A continuation of MAT361, this course covers the remaining topics in modern abstract algebra—rings and fields. Prerequisite: MAT361.

3 credit hours.

MAT371 Advanced Calculus**Fall Semester*

An introduction to the field of real analysis, a theoretical study of the topology of real numbers, differentiation, and continuity. Concepts encountered in Calculus I, II, and III, as well as in Mathematical Structures MAT 280, will be studied in much greater detail. Prerequisites: MAT271, MAT272, MAT280.

3 credit hours.

MAT372 Advanced Calculus II**Spring Semester*

A continuation of MAT371, the topics in this course include convergence and integration. Prerequisite: MAT371.

3 credit hours.

MAT391 Cryptology*Spring Semester*

This course is focused on modern cryptology. It begins with a study of matrix encryption and the various attacks that show it to be insecure. Algorithms such as DES (Data Encryption Standard) and AES (Advanced Encryption Standard) are examined in detail, as is public key cryptography. Quantum cryptography is also covered. Prerequisite: MAT171.

3 credit hours.

MAT495 History of Mathematics**Fall Semester*

A study of the historical development of mathematical ideas. The course emphasizes the contributions to mathematics made by different cultures. Prerequisite: MAT172 and a minimum of 89 credits.

3 credit hours.

MAT440 Advanced Geometry*

A senior level course with various emphases including advanced topics in Euclidean geometry, transformational geometry, and projective geometry. Prerequisite: MAT345.

3 credit hours.

MAT470 Numerical Analysis**Spring Semester (odd-numbered years)*

This is an advanced mathematics course covering selected topics in the field of applied mathematics. These topics will include: Taylor series expansions and approximations, numerical integration and differentiation, solution of systems of equations, and numerical solution of ordinary and partial differential equations representing dynamics of physical systems. Solutions to the differential equations may be applied to mathematical modeling of vibrations, fluid flow, heat transfer, or

other dynamical phenomena. The student will be required to write several computer programs for this course. Prerequisites: MAT272, Knowledge of C++ or Visual Basic

3 credit hours.

MAT473 Partial Differential Equations*

An introduction to the study of partial differential equations, concentrating on the 3 major partial differential equations of mathematics and physics: the Heat Equation, the Wave Equation, and Laplace's Equation. Prerequisite: MAT272.

3 credit hours.

MAT477 Complex Analysis*

A one-semester course in the theory and applications of functions of a complex variable. Topics include the Cauchy-Riemann equations, Cauchy's theorem and contour integration, series representation of analytic functions, residue theory, and conformal mapping. Prerequisites: MAT272, MAT371.

3 credit hours.

MAT480 Point-Set Topology*

Spring Semester (odd numbered years)

A study of topological spaces and related concepts, including closed and open sets, subspaces, the

product topology, connectedness, compactness, and the separation axioms. Prerequisites: MAT172, MAT280.

3 credit hours.

MAT490 Mathematics Internship

This off-campus internship is designed to give the students an opportunity to make use of the practical aspects of their classroom knowledge, thus developing their confidence and understanding through experience. The corporate supervisor and the faculty supervisor will evaluate student's performance. Prerequisites: Junior standing including MAT171, MAT172, MAT271, and MAT272, as well as department approval of each participant's individual program.

3 credit hours.

MAT496, MAT497 Reading and Research in Mathematics

Fall-Spring Semesters

The course is designed to allow the student to pursue an area of interest in the field of mathematics. This course is limited to seniors who have previously demonstrated a high degree of proficiency in mathematics.

3 credit hours.

Music

Applied Courses

Voice	MUS101-102; MUS201-202; MUS301-302; MUS401-402
Piano	MUS103-104; MUS203-204; MUS303-304; MUS403-404
Organ	MUS105-106; MUS205-206; MUS305-306; MUS405-406
Harpsichord	MUS107; MUS207; MUS307; MUS407
Violin	MUS108-109; MUS208-209; MUS308-309; MUS408-409
Viola	MUS110-111; MUS210-211; MUS310-311; MUS410-411
Cello	MUS112-113; MUS212-213; MUS312-313; MUS412-413

Double Bass	MUS114-115; MUS215-215; MUS314-315; MUS414-415
Trumpet	MUS116-117; MUS216-217; MUS316-317; MUS416-417
French Horn	MUS118-119; MUS218-219; MUS318-319; MUS418-419
Trombone	MUS120-121; MUS220-221; MUS320-321; MUS420-421
Baritone	MUS122-123; MUS222-223; MUS322-323; MUS422-423
Tuba	MUS124-125; MUS224-225; MUS324-325; MUS424-425

*Courses which satisfy the College core mathematics requirement.

Flute	MUS126-127; MUS226-227; MUS326-327; MUS426-427
Clarinet	MUS128-129; MUS228-229; MUS328-329; MUS428-429
Saxophone	MUS130-131; MUS230-231; MUS330-331; MUS430-431
Oboe	MUS132-133; MUS232-233; MUS332-333; MUS432-433
Bassoon	MUS134-135; MUS234-235; MUS334-335; MUS434-435
Percussion	MUS136-137; MUS236-237; MUS336-337; MUS436-437
Guitar	MUS138-139; MUS238-239; MUS338-339; MUS438-439
Improvisation	MUS142-143; MUS242-243; MUS342-343; MUS442-443
Composition	MUS340-341; MUS440-441

PERFORMANCE COURSES

MUS140-141; MUS240-241 Class Piano *Upon Demand*

A series of four graduated piano classes (0.5 credits each) designed to prepare music majors, music minors, and other interested students to pass the Piano Proficiency Examination. Overall musicianship, scales, modes, chords, modulation, analytical skills, playing by ear, and the performance of a simple piece are stressed.

1/2 credit hours.

MUS146, MUS147 Voice Class *Upon Demand*

Class Voice is a group experience, studying the fundamentals of singing technique and easy vocal literature. Emphasis is placed on posture, breath control, voice placement and stage presence. This class may be used as a prerequisite to private vocal study.

2 class periods.

1 credit hour.

MUS148, MUS149 Guitar Class *Fall-Spring Semesters*

Guitar class is a study of basic single note melody

playing and chording accompaniment on the guitar through the use of tablature and standard notation. Basic music theory study is included.

1 class period.

1 credit hour.

MUS150-151; MUS250-251; MUS350-351; MUS450-451 York College Chorale *Fall-Spring Semesters*

The York College Chorale is a mixed concert choir open to all music majors and other experienced singers. The group is dedicated to the study and performance of serious choral music from many style periods.

3 rehearsals weekly. Satisfies ADR I.

1 credit hour.

MUS152-153; MUS252-253; MUS352-353; MUS452-453 Chamber Singers *Fall-Spring Semesters*

The York College Chamber Singers is a select ensemble of 16-20 voices, and is open to all college students by audition only. This ensemble specializes in a capella literature from all style periods, and performs frequently both on and off campus. Interested students must contact the Director of Choral Activities to arrange an audition.

3 rehearsals weekly.

1 credit hour.

MUS154-155; MUS254-255; MUS354-355; M454-455 Opera and Musical Theater *Workshop*

Fall-Spring Semester

A music ensemble dedicated to the production of music-theater, including opera, operetta, and selected Broadway musicals. Students will be given the opportunity to perform in fully staged productions. Auditions are required.

1 credit hour.

MUS156-157; MUS256-257; MUS356-357; MUS456-457 Vocal Repertoire *Fall-Spring Semesters*

A repertory based course designed to augment the applied vocal student's knowledge of vocal reper-

toire through group exposure to a wide variety of songs and arias from the Baroque, Classic, Romantic and 20th-century periods.

1 credit hour.

**MUS160-161; MUS260-261; MUS360-361;
MUS460-461** **Wind Symphony**

Fall-Spring Semesters

The York College Wind Symphony provides training in the interpretation and performance of traditional and modern concert band literature. The band performs concerts open to the public. Membership is open to all students who have had prior band experience, but must audition for placement. Satisfies ADR I.

2 rehearsals weekly.

1 credit hour.

**MUS162-163; MUS262-263; MUS362-363;
MUS462-463** **Jazz Ensemble**

Fall-Spring Semesters

The Jazz Ensemble is open to all students with concert and/or stage band experience. Students in the group study the art of improvisation and learn to perform in all jazz styles, including swing, bop, cool, blues, and rock.

2 rehearsals weekly.

1 credit hour.

**MUS164-165; MUS264-265; MUS364-365;
MUS464-465** **Symphony Orchestra**

Fall-Spring Semesters

The York College Symphony Orchestra is open to all music majors and other qualified music students. The orchestra studies and performs the standard orchestral repertoire and selected contemporary compositions. The group maintains an active concert schedule each semester.

2 rehearsals weekly.

1 credit hour.

**MUS166-167; MUS266-267; MUS366-367;
MUS466-467** **String Ensemble**

Fall-Spring Semesters

The York College String Ensemble is open to all students with performance experience on a string instrument. Membership is limited to an effort to

create a balanced string quartet (first and second violins, viola and cello) that will allow rehearsal and performance of traditional string quartet literature. Other instruments may be added at the discretion of the instructors.

1 or 2 rehearsals weekly.

1 credit hour.

**MUS168-169; MUS268-269; MUS368-369;
MUS468-469** **Brass Choir**

Fall-Spring Semesters

The York College Brass Choir is open to all students with performance experience on a brass instrument. Membership is limited only in an effort to create a balanced instrumentation that will allow rehearsal and performance of traditional brass choir literature.

1 or 2 rehearsals weekly.

1 credit hour.

**MUS170-171; MUS270-271; MUS370-371;
MUS470-471** **Woodwind Ensemble**

Fall-Spring Semesters

The York College Woodwind Ensemble is open to all students with performance experience on a woodwind instrument. Membership is limited only in an effort to create a balanced instrumentation that will allow rehearsal and performance of traditional woodwind ensemble literature.

1 or 2 rehearsals weekly.

1 credit hour.

**MUS172-173; MUS272-273; MUS372-373;
MUS472-473** **Percussion Ensemble**

Fall-Spring Semesters

The York College Percussion Ensemble provides percussionists with an opportunity to play challenging music written specifically for their instruments. The percussion ensemble requires its members to be schooled in all areas of percussion.

1 rehearsal weekly.

1 credit hour.

**MUS174-175; MUS274-275; MUS374-375;
MUS474-475** **Keyboard Ensemble**

Fall-Spring Semesters

The Keyboard Ensemble is open to all students

with performance experience at the piano. Membership is limited by the instructor and may include 2 or more pianists who will rehearse and perform traditional piano ensemble literature.

1 or 2 rehearsals weekly.

1 credit hour.

**MUS176-177; MUS276-277; MUS376-377;
MUS476-477** **Guitar Ensemble**

Fall-Spring Semesters

The York Guitar Ensemble provides ensemble performance experience, incorporating works for two or more guitars in combination with other instruments and voice. Literature ranges from the Renaissance to contemporary.

2 rehearsals weekly.

1 credit hour.

MUS300 Music Theater and Company
Summer

The Music Theater & Company is dedicated to the production of all types of music theater, including Broadway musicals, opera, and operetta. Students taking this course participate in a summer dinner theater production, drawing larger crowds from the college and community. Rehearsals are TBA.

3 credit hours.

**HISTORICAL AND THEORETICAL
MUSIC COURSES**

MUS180 Jazz Improvisation

“Improvisation: to compose, play, sing, or write on the spur of the moment—to extemporize.” Students will gain a knowledge of basic musical chord structure and progression. Fundamental jazz theory and harmony will be emphasized along with the construction of an improvised melodic phrase. Models from Jazz History will be analyzed.

2 credit hours.

MUS181 Foundations of Music Theory
Fall-Spring Semesters

The course, Foundations of Music Theory, is an introduction to the study of music theory. Music notation, scales, intervals, chords, and rhythms are explored through seeing, sharing, writing, singing, and playing. Enrollment is at the discretion of the

instructor. This course may not be used to fulfill music major requirements. Students who are required to take MUS181 before enrolling in MUS182 or MUS184 must receive a “2.0” or better in MUS181.

3 credit hours. Satisfies ADR I.

MUS182 Music Theory I
Spring Semester

Music Theory I is a study of music notation, basic musicianship, figured-bass harmony, keyboard, harmony, literature, style, form and analysis. Prerequisite: MUS181 or permission of the instructor.

3 credit hours. Satisfies ADR I.

MUS183 Music Theory II
Fall Semester

Music Theory II is a continuation of MUS182, which is a prerequisite for this course. The course must be taken in the same semester as MUS185.

3 credit hours.

MUS184 Sight Singing and Ear Training I
Spring Semester

SS&ET I provides the development of the skills of sight singing and melodic, harmonic, rhythmic dictation. The course must be taken in the same semester with MUS182.

1 credit hour.

MUS185 Sight Singing and Ear Training II
Fall Semester

SS&ET II is a continuation of MUS184, which is a prerequisite for this course. The course must be taken in the same semester as MUS183.

1 credit hour.

MUS200 Music Appreciation
Fall-Spring Semesters

Music Appreciation is the study of the Western world's changing attitudes about music, and the musical styles and techniques developed to express them.

3 credit hours. Satisfies ADR I.

MUS248 Opera Literature
Alternate years

This course is a survey of opera from its beginnings in the early 17th century to the present. The

course will emphasize the various types of opera found in Italy, France, Germany, England, and America. Special attention will be given to listening exercises and the analysis of the various types of opera.

3 credit hours.

MUS249 Piano Literature

Alternate years

This course is a survey of piano repertoire by major composers from the Baroque era (ca. 1600) to the present. Student will examine performance practice, interpretations, and available editions encountered by potential piano teachers. Prerequisites: two semesters of Applied Piano.

3 credit hours.

MUS280 Piano Pedagogy

Alternate years

Piano pedagogy is a study of the theory and methods of piano studio teaching. The course is intended for music majors who are enrolled in applied piano, and explores the principles and methods of teaching piano, and the principles and business policies involved in establishing and managing a private piano teaching studio. The course will also include several weeks of student teaching supervised by the instructor.

1 credit hour.

MUS281 World Music

Fall-Spring Semesters

This course examines diverse cultures through the window of music. It is a journey around the world, weaving a musical web through Africa, Spain, Greece, the Middle East, India, China, Japan, the Caribbean, Latin, and Native American cultures. The course is meant to broaden one's view of the new global village through a unique study of world music.

3 credit hours. Satisfies ADR I.

MUS282 Music Theory III

Spring Semester

Music Theory III is a continuation of MUS183, which is a prerequisite for this course. Emphasis is placed on the more complex chord structures developed in the 19th century.

3 credit hours.

MUS283 Music Theory IV

Fall Semester

Music Theory IV is a continuation of MUS282, which is a prerequisite for this course. Emphasis is placed on the styles and developments found in the 20th century.

3 credit hours.

MUS284 Sight Singing and Ear Training III

Spring Semester

SS&ET III is a continuation of MUS185, which is a prerequisite for this course. This course must be taken in the same semester as MUS282.

1 credit hour.

MUS285 Sight Singing and Ear Training IV

Fall Semester

SS&ET IV is a continuation of MUS284, which is a prerequisite for this course. This course must be taken in the same semester as MUS283.

1 credit hour.

MUS286 Jazz History

Fall-Spring Semesters

This course traces the historical development of jazz from the end of the 19th century to the present.

3 credit hours. Satisfies ADR I.

MUS287 American Popular Music

Fall-Spring Semesters

History of American Popular Music explores the evolution and development of numerous American popular music genres in respect to historic aspects of American culture. The course content examines musical characteristics specific to each music style. The lectures focus on musical distinctions defining various music genres. Audio and video presentations highlight the major performers and composers of each style. While this course does not require music reading skills, it does explore American popular music at an advanced level.

3 credit hours. Satisfies ADR I.

MUS288 History of Rock and Roll

Fall-Spring Semester

This course is a survey of the history and development of rock and roll and the entertainment

industry that surrounds it. Emphasis is placed on a study of rock music from its origins to present. Lectures will focus on musical distinctions among the sub-styles present in the genre and will include audio and video presentations of major artists and style-setters. Literary, sociological, and other cultural aspects of this music will be discussed. Current styles and trends relating to the recording industry will be explored.

3 credit hours. Satisfies ADR I.

MUS289 History of the Art Song
Spring Semester, alternate years

This course will examine the development of the secular art song as perceived from an historical and geographic perspective. Song repertoire will be chosen that best represents the main trends of the art song development in the Western world.

3 credit hours.

MUS290 Introduction to Music Literature
Fall Semester

This course is an introduction to music literature through a historical study of musical genre, form and style. The course is required of music majors and minors. Electives are admitted by permission of the instructor.

3 credit hours. Satisfies ADR I.

MUS297 Survey of Music Industry
Fall semester

This course is an introductory study of major career choices in the music and entertainment industry. Attention is given to career planning and development in classical and popular music. Creative careers, producing/directing, performing, teaching, and music related careers are examined with a focus on practical applications as well as theoretical foundations. The course also explains the process of songwriting, music publishing, copyright registration, sources of royalty income, performance rights societies and the music licensing process. The role of unions, music associations, guilds, arts administration, talent agencies and artistic management relevant to musicians is explored.

3 credit hours.

MUS299 Music and Culture in the 20th Century

Fall-Spring Semesters

This course will examine selected composers and compositions that reflect the artistic and cultural trends of the 20th Century. Special emphasis will be placed on the relationship between music and society as reflected through global conflict, human diversity, science and discovery. There will be a strong concentration on class listening and discussion.

3 credit hours. Satisfies ADR I.

MUS348 Piano Pedagogy

Alternate years

This course explores various topics related to the piano and piano teaching, including the mechanics of the piano, playing techniques and skills, motor control of the hand, arm, and body, the various pedagogical schools of piano instruction and the application of music theory in studio teaching. Prerequisite: MUS249.

3 credit hours.

MUS349 Vocal Pedagogy I

Fall Semester, alternate years

This course explores the anatomy of the human singing voice, including function, acoustics, and the various voice classifications. A special focus will be placed on the various schools of teaching, and the text and methods of vocal teaching. The long-term care and health of the singing voice will also be addressed. Prerequisite: two semesters of Applied Voice.

3 credit hours.

MUS380 Ethnomusicology

Spring Semester

Ethnomusicology emphasizes listening skills, musical analysis, and performance experiences on instruments from various world cultures. Students will explore the music of selected ethnic cultures around the world, some of which include India, Indonesia, Japan, China, Korea, Greece, Turkey, Spain, Africa, South America, and Native American music. Students will study the various technical elements of the music in question, and will

learn to distinguish it from the music of other cultures. Prerequisites: MUS182 and MUS183.

3 credit hours.

MUS381 Vocal Pedagogy II

Spring Semester, alternate years

This course is a workshop experience, involving self and peer evaluation in which the student teaches a voice student under faculty supervision. The student will utilize the methodology, organizational skills and record keeping information developed in Vocal Pedagogy I. The student will complete a self-study document derived from class observations and lesson visitations by the supervisor instructor.

3 credit hours.

MUS384 Counterpoint

Spring Semester, alternate years

This course is a study of the contrapuntal styles of the 18th and 19th centuries. Prerequisite: MUS283.

3 credit hours.

MUS385 Form and Analysis

Spring Semester

This course emphasizes the study of musical form as it relates to structure, melody, harmony, rhythm, texture and style in musical compositions. Prerequisite: MUS283.

3 credit hours.

MUS390 Music History I

Fall Semester

Music History I is an historical study of the various styles and forms of music in western civilization from the Middle Ages to 1750. Prerequisite: MUS290.

3 credit hours.

MUS391 Music History II

Spring Semester

Music History II is an historical study of the various styles and forms of music in western civilization from 1750 to the present. Prerequisite: MUS290.

3 credit hours.

MUS394 Diction for Singers

Spring Semester

Diction for Singers is an in-depth study of the

principles of pronunciation and the formation and comparison of the various vowel and consonant sounds found in Latin, German, Italian and English for singers and choral conductors. Principles based on the International Phonetic Alphabet (IPA).

3 credit hours.

MUS397 Music Entertainment and Promotion

Spring Semester

This course examines the process of music promotion, music product distribution and commerce. How one promotes a performance ensemble and supports artistic development is explored. The interrelationship of the professional musician and music as a product is applied to the recording industry, music distribution, music management, music product sales, music in advertisement, jingle writing, music on the radio, television and in the film industry. Entertainment entrepreneurship is explored in context to employment opportunities. Attention is given to practical application projects by theoretical study.

3 credit hours.

MUS450, MUS451 Music Industry Internship

Fall, Spring and Summer Semesters

The Music Industry Internship is a planned and supervised work experience in the Music Industry field at selected cooperating firms or organizations. The Internship may require training conferences, reports and appraisals. The student must have completed at least 60 credit hours, and demonstrate a 2.5 overall GPA. Departmental approval of the student's program is required. All York College procedures for completing internship applications shall be strictly applied. Prerequisite: CM426.

3 credit hours.

MUS486 Orchestration and Arranging

Fall Semester, alternate years

This course is a study of the instruments of the orchestra and how to orchestrate and arrange music for them. Prerequisite: MUS282.

3 credit hours.

MUS490 Choral Conducting*Fall Semester*

This course will develop competencies in conducting patterns and gestures, score preparation and rehearsal techniques through the medium of choral literature. Prerequisite: MUS282 or permission by the instructor.

3 credit hours.

MUS491 Instrumental Conducting*Spring Semester*

A study on the techniques of instrumental conducting, including the use of the baton, score preparation, gesture and group organization. Prerequisite: MUS282 or permission by the instructor.

3 credit hours.

MUS497 Music Publishing, Licensing, and Copyright*Spring Semester*

This course is an in-depth examination of music publishing, licensing, and copyright procedures used by the professional musician, music administrator and music producer. Special emphasis is placed on discussion and research, regarding contemporary controversies in the music industry. Applied problem solving, specialized language use and legal responsibility are explored and discussed. Conference attendance is encouraged to further support integration of issues with industry executives. Prerequisites: MUS297

3 credit hours.

MUS498, MUS499 Independent Study

The Independent Study Program affords an opportunity for the student who seeks to undertake a well-defined research project. While the student conducts this work under the guidance of a faculty member of his choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility in the learning process.

1-3 credit hours.

MUSIC EDUCATION METHODS COURSES**MUS291 Educational Experiences in Music***Fall-Spring Semesters*

This course equips elementary education majors with the musical skill and teaching methods to provide meaningful musical activities in the classroom. The course is designed for those with little or no background in music, and is not appropriate for music education majors.

3 credit hours.

MUS292 String Methods*Fall Semester*

This course is designed to provide a practical playing knowledge of each string instrument (violin, viola, cello and double bass). The principal objective is to prepare prospective school teachers to instruct beginners in strings.

2 class periods.

1 credit hour.

MUS293 Brass Methods*Spring Semester*

Brass Methods is the study of tone production, fingerings or position, care and repair, and methods and materials for teaching trumpet or cornet, French horn, baritone, trombone, and tuba. Ensemble performance is emphasized.

2 class periods.

1 credit hour.

MUS294 Woodwind Methods*Fall Semester*

Woodwind Methods is the study of tone production, fingerings, care and repair, and methods and materials for teaching flute, oboe, clarinet, bassoon, and saxophone. Ensemble performance is emphasized.

2 class periods.

1 credit hour.

MUS295 Percussion Methods*Spring Semester*

Percussion Methods is the study of tone production, positions, care and repair, and methods and

materials for teaching the percussion instruments. Ensemble performance is emphasized.

2 class periods.

1 credit hour.

MUS392 Teaching Music in the Elementary School

Fall Semester

This course is an introduction to music education (history, philosophy and learning theories) and the application of music methodologies from grades K-5. Appropriate materials and technology are examined through participation in peer-teaching experiences. This course is only for music educa-

tion majors who have achieved Pre-Professional Educator Status through the Education Department. Prerequisite: PPES status.

3 credit hours.

MUS393 Teaching Music in the Secondary School

Spring Semester

This course is a review of music education philosophies and learning theories and a presentation of methods and materials for instrumental, choral and general music programs at the secondary level. Prerequisite: MUS392 and PPES Status.

3 credit hours.

NUCLEAR MEDICINE TECHNOLOGY

These courses are taken at the Lancaster General College of Nursing and Health Sciences by students who have been admitted to clinical (senior) year in the Nuclear Medicine Technology major.

NM101 Nuclear Medicine Theory I

This course is a study of the basic sciences needed to understand nuclear medicine. Topics include: Nuclear Physics, Applied Mathematics, and Radiation Biology. This course is also designed to introduce the student to the basic skills needed to give quality patient care and assist in the performance of routine nuclear medicine studies. Topics include medical terminology, patient care, skeletal, lung, infection, and renal imaging.

6 credit hours.

NM102 Nuclear Medicine Theory II

This course is designed to build on the knowledge gained in NM101. Topics covered in this course include: radiation safety and radiopharmacy. Clinical theory includes cardiology, endocrinology, oncology, gastrointestinal system and the central nervous system. Clinical theory instruction consists of an anatomy and physiology review followed by a study of all the nuclear medicine imaging that is performed on this system.

6 credit hours.

NM103 Nuclear Medicine Theory III

This course discusses computer and SPECT. Medical ethics with particular interest in the ethics surrounding imaging will be discussed and applied. Registry review provides a comprehensive review of topics covered throughout the year in order to prepare the students for the national registry. Management of a radiology department is also included.

2 credit hours.

NM110 Nuclear Medicine Practicum I

This course is designed to introduce the beginning student to the profession of nuclear medicine technology. Practicum takes place at one of the clinical affiliates. Students learn by observing and assisting a nuclear medicine technologist in the performance of nuclear medicine imaging and associated ancillary tasks. Five competencies (CPR, Vital Signs, Oxygen Administration, Bone Scan and Cardiac Scan) are required this semester.

6 credit hours.

NM111 Nuclear Medicine Practicum II

Students observe and assist the technologist with the complicated studies. They begin to perform more common imaging procedures under the direct supervision of a technologist. These procedures

include but are not limited to bone scanning, cardiac imaging and hepatobiliary imaging. During this semester they will be required to successfully complete ten competency evaluations.

6 credit hours.

NMI 12 Nuclear Medicine Practicum III

This final session of practical learning focuses on

students fine tuning their skills and applying all that they have learned in NM Theory. Students are expected to perform most studies with limited supervision. Students are expected to successfully perform ten competency evaluations prior to the completion of this course.

4 credit hours.

NURSING

NUR201 Human Development and Health Care

Fall-Spring Semesters

Study of normal growth and development through all life stages. Developmental theories explored and applied to developmental assessment as part of the nursing process. Concepts of community, family and personal health discussed. Selected agencies providing care and services to clients throughout the life span may be utilized for observational visits related to human development.

3 credit hours.

NUR202 Nutrition in Health Care

Fall-Spring Semesters

A study of normal nutrition and the motivational, social, economic and cultural factors influencing nutrition through all life stages. Assessment of nutritional states of clients as part of the nursing process. Application of diet therapy concepts for patients with selected health problems. Prerequisite: CHM122.

3 credit hours.

NUR210 Basic Principles in Nursing Practice

Fall-Spring Semesters

The first clinical course introduces the nursing student to professional nursing roles and basic human needs of individuals. Students use selected theories in conjunction with the nursing process in providing care to clients. Emphasis is placed on communication, data collection, and beginning administration of drugs. Clinical experiences are

conducted in the skills laboratory and in selected health care settings. Fall Prerequisites: PSY100, SOC100, BIO150, CHM122, BIO220, BIO222, BIO230, NUR201, NUR202. Corequisites: NUR304. Spring Prerequisites: PSY100, SOC100, BIO150, CHM122, BIO220, BIO230, NUR201, NUR202.

3 class periods.

6 clinical experience hours (NUR211).

5 credit hours.

NUR220 Concepts in Professional Nursing for the Licensed Practical Nurse

Spring Semester

This course is designed for the licensed practical nurse student pursuing baccalaureate education in nursing. Application of nursing concepts and theories, development of nursing process skills, and evaluation of clinical skills required for advanced placement in the nursing major are emphasized. Prerequisites: Advanced placement in the nursing major or permission of instructor.

2 credit hours.

NUR304 Health Assessments for Professional Nursing Practice

This course addresses history taking, and psychosocial and physical assessments with emphasis on normal findings. A current knowledge of anatomy, physiology and basic nursing principles provides the foundation. Prerequisites: BIO220, BIO222, and BIO230.

3 credit hours.

NUR307 Nursing Concepts: Chronic Health Problems

Fall-Spring Semesters

The family as a codeterminant of individual states of health is emphasized in relationship to health concerns of a chronic and relatively steady nature. Principles underlying human adaptational responses to chronic health changes and the significance for nursing intervention are emphasized. Prerequisite: Junior standing in the nursing major and NUR304.

3 credit hours.

NUR309 Nursing Practice: Adults with Chronic Health Problems

Fall-Spring Semesters

Individual and family assessment as a part of nursing process is addressed. Health promotion, health preservation and health recovery and continuity of care are stressed. Clinical experiences are conducted in simulated and real settings such as hospital in-patient settings and long-term care facilities in the community. Prerequisite: Junior standing in the nursing major and NUR304. Pre- or Corequisite: NUR307 and NUR308.

1 class period (NUR308).

12 clinical experience hours.

5 credit hours.

NUR314 Research and Professional Nursing Practice

Fall-Spring Semesters

The fundamentals of scientific nursing research methods and utilization are presented and investigated. Ethical considerations, critique of published research, and utilization of nursing research findings are emphasized. Prerequisites: Junior standing in the nursing major and BEH260.

3 credit hours.

NUR317 Nursing Concepts: Parent-Child Health

Fall-Spring Semesters

This course addresses the normal maternity cycle, the newborn, illness and hospitalization of the child, and growth and developmental deviations

within the context of the family. Prerequisites: NUR307, NUR308, and NUR309

3 credit hours.

NUR319 Nursing Practice: Parent-Child Care

Fall-Spring Semesters

Family assessment as part of the nursing process is addressed. Health promotion, maintenance and restoration as well as continuity of care are stressed for both mental and physical dimensions. Laboratory sessions are conducted in simulated and real laboratories such as hospital, home, and community based settings. Prerequisites: NUR307, NUR308, and NUR309. Prerequisite or Corequisite: NUR317, NUR318.

1 class period (NUR318).

12 clinical experience hours.

5 credit hours.

NUR320 Health Assessment for Registered Nurses

Summer Session

This course is designed to provide the RN/BS student with the knowledge and skills necessary to assess the individual health of a client. The emphasis of the course is on a systems approach to physical examination. Abnormal physical assessment findings for each system will also be introduced. Comprehensive bio-psycho-social-cultural assessment approaches will be presented to allow students to assess the impact of risk factors upon individual health. Prerequisite: Current RN licensure.

3 credit hours.

NUR321 Transitional Concepts for Registered Nurses

Fall-Spring-Summer Semesters

This course is designed to be a transitional course for registered nurses pursuing a baccalaureate degree in nursing. Foundational concepts and competencies of professional nursing practice, e.g. application of nursing process, ethical and legal issues and coping with role transition will be addressed. This will be an initial course in the

nursing curriculum and will facilitate the registered nurse's adaptation to the academic environment. Prerequisite: Current RN licensure.

2 credit hours.

NUR332 Research Concepts for Registered Nurses

Spring Semester

The fundamentals of scientific nursing research methods and utilization are presented and investigated. Ethical considerations, critique of published research, and utilization of nursing research findings are emphasized. Prerequisites: Junior standing in the nursing major and BEH260.

3 credit hours.

NUR407 Nursing Concepts: Acute Health Problems

Fall-Spring Semesters

Nursing concepts relating to the physical, emotional, and social needs of acutely ill individuals requiring hospitalization are emphasized. Concerns relating to family members are also explored. Prerequisites: NUR417, NUR418, NUR419, NUR425, NUR426 and NUR427.

2 credit hours.

NUR409 Nursing Practice: Adults with Acute Health Problems

Fall-Spring Semesters

Critical judgments based on assessment of needs during acute health disruptions are emphasized. Collaboration, coordination, and consultation with health team members are stressed. Laboratory sessions are conducted in hospital in-patient settings. Prerequisites: NUR417, NUR418, NUR419, NUR425, NUR426, and NUR427. Prerequisite or Corequisite: NUR407 and NUR408.

1 class period (NUR408).

9 clinical experience hours.

4 credit hours.

NUR411 Leadership in Professional Nursing

Fall-Spring Semesters

Concepts relevant to the theory and practice of leadership in professional nursing are presented. Analysis is made of the components of leadership;

communication, management, delegation, teaching/learning, evaluation and change. The course also presents issues related to the past and present status of nursing as a profession and projects to future trends. Senior standing in the nursing major. Prerequisites: NUR417, NUR418, NUR419, NUR425, NUR426, and N427. Prerequisite or Corequisite: NUR407, N408, NUR409, NUR450, and NUR451.

3 credit hours.

NUR417 Nursing Concepts: Community Health

Fall-Spring Semesters

The community as a codeterminant of individual states of health is emphasized. Community structure, inter-relationships, and health care delivery systems are explored. Public health concepts as they relate to individuals, families, and groups in the community are identified. Prerequisites: Senior standing in the nursing major and NUR314.

2 credit hours.

NUR419 Nursing Practice: Community Health

Fall-Spring Semesters

Introduction to community assessment as part of nursing is included. An epidemiologic study of a problem or situation that affects the health of a community or a segment of population is a course requirement. Clinical experiences are conducted in official and non-official health agencies and other community-based settings. Prerequisite: Senior standing in the nursing major and NUR314.

1 class period. (NUR418)

9 clinical experience hours.

4 credit hours.

NUR421 Leadership Concepts for Registered Nurses

Fall Semester

For RNs only. Concepts relevant to the theory and practice of leadership in professional nursing are presented. Analysis is made of the components of leadership; communication, management, delegation, teaching/learning, evaluation and change.

The course also presents issues related to the past and present status of nursing as a profession and projects to future trends.

3 credit hours.

NUR425 Nursing Concepts: Psychiatric–Mental Health

Fall–Spring Semesters

Nursing concepts related to the psychiatric/mental-health needs of diverse populations are emphasized. Theory of mental health and illness is presented as well as theory of treatment. Issues in mental health nursing are explored. Prerequisites: Senior standing in the nursing major and NUR314.

2 credit hours.

NUR427 Nursing Practice: Psychiatric–Mental Health

Fall–Spring Semesters

Psychiatric evaluation and application of the nursing process to diverse populations in need of mental health care are emphasized. Collaboration with other health care providers and coordination of services are addressed. Clinical experiences are conducted in outpatient and inpatient settings. Prerequisites: Senior standing in the nursing major and NUR314.

1 class period. (NUR426)

9 clinical experience hours.

4 credit hours.

NUR430 Selected Topics in Health-Related Issues

Fall–Spring Semesters

Different topics related to health care will be featured each semester. Senior students investigate the principal variables affecting the issues and develop a framework for health care practice. Prerequisite: Completion of all NUR300 level courses. Course is open to non-nursing students who have completed 90 credits or have permission of the instructor.

3 credit hours.

NUR450 Nursing Practicum

Fall–Spring Semesters

This course provides for concentrated clinical nursing practice under faculty guidance. The nature

and goals of the practicum are determined collaboratively by the student, faculty member, and RN clinical mentor from a cooperating agency where the student elects to have the experience. Students are required to pass medication and physical assessment proficiency exams prior to clinical practice. Prerequisites: NUR417, NUR418, NUR419, NUR425, NUR426, and NUR427. Prerequisite or Corequisite: NUR407, NUR408 and NUR409.

1 class period. (NUR451)

6 clinical experience hours.

3 credit hours.

NUR454 Clinical Concepts and Issues for Registered Nurses

Fall Semester

The focus is on selected concepts which underlie nursing practice in complex client and family situations. The interrelationships among physical, psychological and social concepts pertaining to a variety of practice areas are explored. Students investigate self-selected concepts in a variety of agencies during clinical experience hours. Prerequisites: WRT101, WRT200, IFL101, CM104, BIO150, CHM122, MAT111, BIO220, BIO222, BIO230, PSY100, SOC100, NUR201, NUR202, NUR320, NUR321, NUR332 and successful challenge of nursing courses if required.

3 class periods. (NUR455)

6 clinical experience hours.

5 credit hours.

NUR456 Community Health Concepts and Issues for Registered Nurses

Spring Semester

The community is considered as a major determinant of health states in individuals and groups. Students explore community structure and interrelationships among community participants as they influence the health care delivery system. The epidemiological analysis of selected health problems in the community is the focus of learning. A clinical experience in home health care is required of all students. Upon satisfactory completion of the home care experience, students are

encouraged to design an individualized community-based care experience. The student utilizes the nursing process to promote health in a small community. Prerequisites: WRT101, WRT200, IFL101, CM104, BIO150, CHM122, MAT111, BIO220, BIO222, BIO230, PSY100, SOC100, NUR201, NUR202, NUR320, NUR321, NUR332 and successful challenge of exams if necessary.

3 class periods. (NUR457)

6 clinical experience hours.

5 credit hours.

NUR498, NUR499 Independent Study

Fall-Spring Semesters

The Independent Study Program affords the opportunity for the nursing student who wishes to undertake a well-defined project. While the student conducts his work under the guidance of a nurse faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisite: Senior standing and consent and approval of the Department of Nursing Chair and Academic Dean.

1-3 credit hours.

ORGANIZATIONAL BEHAVIOR AND DEVELOPMENT

OBD325 Organizational Behavior

Fall-Spring Semesters

This course is designed to help present and future managers better understand and manage people in organizational settings. Individual behavior, group and social processes, and organizational processes are considered in the context of the specific needs of today's workplace. An understanding of the dynamic nature of an organization's environment is considered within the topic of diversity, organizational culture, the global workplace, and the evolving learning organization. Prerequisite: Completion of MGT250 with a grade of 2 or better.

3 credit hours.

OBD345 Organization Theory and Process

Fall-Spring Semesters

This course is designed to familiarize the student with basic principles, theories, and practices of organization theory and process. The organization will be viewed from several theoretical perspectives including the open systems approach, the influence of culture and climate, technological advances and leadership. The student will have the opportunity to reflect on the implications of interpersonal, managerial, and organizational actions. Prerequisite: MGT250 with a grade of 2 or better.

3 credit hours.

OBD380 Leadership and Change in Organizations

Fall-Spring Semesters

An analysis of traditional and non-traditional theories and approaches to leadership, emphasizing team building, diversity and management of the change process. The course includes skill development, experiential activities, case studies and theoretical constructs. In addition, guest speakers who are leaders in a variety of organizational settings will be used when appropriate. Prerequisite: Completion of MGT250 with a grade of 2 or better.

3 credit hours.

OBD385/PSY363 Industrial and Organizational Psychology

Fall Semester

An introduction to the scope and problems of Industrial and Organizational Psychology. Emphasis is placed on personnel selection, human factors, group dynamics, system design, training leadership, performance evaluation and consumer psychology. Prerequisites: PSY100 or PSY150; PSY270; PSY271; PSY343; or permission of the instructor.

3 credit hours.

OBD445 Organization Development*Spring Semester*

The goal of organization development is to impact organizational effectiveness through a process of planned systemic change. The course provides students with the conceptual frameworks and the technologies used in the practice of organization development. A major emphasis is on understanding the relationship between the OD practitioner's role and key players in the client system as the OD cycle unfolds. The practitioner's "mind set" is experienced as students are challenged to frame organizational issues and identify how to enter and intervene in dynamic organizational settings. Prerequisite: Completion of QBA315, OBD345, OBD380, OBD325, or OBD385/PSY363 with grades of 2 or better.

3 credit hours.

PHILOSOPHY**PHL221 Introduction to Philosophy***Fall-Spring Semesters*

An examination of the fundamental problems of philosophy including a brief survey of the different philosophical schools of thought of historical importance and contemporary influence.

3 credit hours. Satisfies ADR I.

PHL222 Critical Thinking

This course is aimed at providing students with the analytical and evaluative skills necessary to thinking clearly and critically. Such skills will enable students to distinguish good reasoning from poor reasoning and therefore enable students to further their intellectual development and ability to achieve success in their college studies.

3 credit hours. Satisfies ADR I.

PHL223 Contemporary Moral Problems

This course attempts to apply philosophy to the problems and issues of contemporary life, such as moral issues (attitudes towards sex, abortion, euthanasia, homosexuality), and political questions (equality of women, reverse discrimination, civil disobedience, conflicts between control and freedom).

3 credit hours. Satisfies ADR I.

PHL224 Philosophy and Human Nature

An examination of philosophical and scientific theories of human nature as they have arisen in the history of philosophy paying special attention to the philosophical implications of recent scientific theories such as sociobiology and artificial intelligence.

3 credit hours. Satisfies ADR I.

PHL226 History of Western Philosophy

An introductory survey of the history of Western philosophy beginning with the pre-Socratics and ending with existentialism. Consideration will be given to the development of epistemology, metaphysics, and ethics within several historically important systems of philosophy. Satisfies ADR I.

3 credit hours.

PHL231 Logic

An examination of the basic concepts of deductive reasoning, the goal of which is to develop a system of methods and principles that can be used to evaluate arguments and as a guide in constructing arguments.

3 credit hours. Satisfies ADR I.

PHL240 Environmental Ethics

This course explores three interrelated topics: the environmental crisis of our time, the teachings of philosophical and religious ethics that can foster the development of an environmental ethics, and the activities and actions demanded by an environmental ethic.

3 credit hours. Satisfies ADR I.

PHL321 Epistemology

The study of the nature, sources, scope, and validity of knowledge. Issues addressed may include

how knowledge is acquired, whether we can know anything for sure, the nature of truth, and the relation of knowledge to social and cultural forces. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

PHL331 Metaphysics

Metaphysics is concerned with questions about the ultimate nature of reality and seeks basic criteria for determining what sorts of things are real. Topics addressed may include the mind-body problem, the freedom of the will, personal identity, the existence of God, and the nature of space and time. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

PHL341 Ethics

Study of the notions of right and wrong and the good, according to ethical theories and practical application. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

PHL343 Ethical Issues in Peace and Conflict

A study of central concerns related to war and peace from an ethical perspective. The course will deal with ethical principles regarding war, and consider such issues as human rights, the causes of violence, ecological disorders, population problems and distribution of global resources, from an ethical standpoint. Prerequisites: WRT101 and WRT200.

3 credit hours.

PHL346 Bioethics

This course introduces students to important ethical issues pertaining to the healthcare professions. Following a brief overview of moral theories, this course may focus on, among other topics, patient-doctor relations, end-of-life issues, cloning and biotechnology, health care and social justice. Prerequisites: WRT101 and WRT200.

3 credit hours.

PHL347 Philosophy of Law

This course explores such topics as what law is, what kinds of laws there are, how law is or should be related to morality, what sorts of principles

should govern punishment and criminal justice in general. Prerequisites: WRT101 and WRT200.

3 credit hours.

PHL351 Aesthetics

An introduction to theories of art. Analysis of aesthetic experience, expression, creation, and structure. The social role of art and function of aesthetic criticism will be considered. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

PHL368 Ancient Political Thought

A study of selected writings and texts from the ancient Greeks through the late Middle Ages. Topics to be discussed include the relevance of ancient philosophy, the nature of the polis, the role of the citizen, the rise of natural law and the contributions of Christianity. Emphasis will be on a careful reading of primary sources. This course is cross-listed as PS368.

3 credit hours.

PHL369 Modern Political Thought

A study of selected writings and texts in political theory from Machiavelli to the present. Topics to be discussed include the modern understanding of power, social contract theory, the turn to history and the contemporary philosophic situation. Emphasis will be on careful reading of primary sources. This course is cross-listed as PS369.

3 credit hours.

PHL361 Contemporary Philosophy

A study of various twentieth century philosophical movements, figures, and trends analyzing their philosophical, social, and historical backgrounds, their influence, and their importance for contemporary issues. Prerequisites: WRT101 and WRT200.

3 credit hours.

PHL380 Special Topics in Philosophy

Thorough study of a single major philosophical movement (like Pragmatism), philosophical figure (such as Plato or Nietzsche), or topic in philosophy (such as philosophy of law or science). The specific theme of these courses changes from

semester to semester and may be suggested by either faculty or student interest. Past topics covered include feminist thought, computers and modern thought, and religion and science. These courses may be repeated for different topics. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

PHL380/WGS380 Feminist Thought

This course offers an advanced survey of recent developments in feminist philosophy, focusing on the unique nature of "theory" in feminist thought and on intersections between feminist philosophy and other developing disciplines within feminism. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

PHL383 Philosophy of Religion

In this course, students will learn the various critical approaches philosophers have taken to central religious ideas. Topics will include, among others, faith versus reason, divine attributes, proofs for the existence of God, the problem of evil, and the nature of religious experience. Prerequisites: WRT101 and WRT200.

3 credit hours.

PHL401 Philosophy Seminar

This capstone course is a senior-level seminar for philosophy majors. Through directed research and writing into selected philosophical topics, students are given an opportunity to integrate and synthesize their previous course work in the discipline. Open to senior philosophy majors, students minoring in philosophy, and others with the

consent of the instructor. Prerequisites: WRT101 and WRT200.

3 credit hours.

PHL450, PHL451 Philosophy Internship

The purpose of an internship is to provide students with practical training and supervised work experience in appropriate firms or organizations. Internships are designed to give students an opportunity to make use of the practical aspects of their classroom knowledge, to complement and extend their classroom experiences, and to develop their understanding and confidence through a work-related experience. Responsibilities will vary according to placement as determined by the work supervisors of the sponsoring agency and faculty coordinator. Students are required to spend a minimum of 120 hours work on site. Students must have earned 60 or more credits and a minimum of 2.5 cumulative grade point average at the time of application and complete an internship application.

3 credit hours.

PHL498, PHL499 Independent Study

An opportunity for the student who wishes to undertake a well-defined research project in an area of philosophy. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisites: WRT101 and WRT200.

1-3 credit hours.

PHYSICAL EDUCATION

Vision Statement

To support the Mission of York College of Pennsylvania and its Department of Education by creating an environment which promotes the best models of positive, active and healthful living through our programs and services.

Mission Statement

As professional educators working in the areas of teaching coaching, athletic training and advising

we will provide the knowledge and skills which will enable individuals of the York College of Pennsylvania community to achieve an integrated active healthy lifestyle.

Physical well-being is a lifelong commitment which is enhanced by regular participation in physical activity. It is the purpose of the physical education division to contribute to this end by offering a variety of courses to help an individual meet this goal.

Exemptions

Students with a permanent medical condition are expected to take PE134 Concepts of Physical Activity and Wellness. In order to receive an exemption from the other one-credit course (necessary to satisfy the core requirement) the student must submit a written note to the Coordinator of Physical Education from a physician stating that the student is not allowed to participate in any physical activity due to a permanent physical condition. Students with a temporary medical condition are expected to complete the two-credit physical education requirement after the condition has subsided.

PE110 Beginning Bowling (coed)

An introductory course with special emphasis on equipment, rules, terminology, techniques of participation, etiquette, handicaps and league play. This course is held off campus at a local bowling alley. Students are responsible for transportation and the cost of bowling.

1 credit hour.

PE112 Square Dancing (coed)

An introductory course of the fundamental skills and knowledge that is necessary for the development of proficiency in the contemporary form of square dancing. This course covers beginning through intermediate levels of square dances and challenges the student to develop good coordination, mental alertness and smooth rhythmic movement in a relaxing atmosphere and in the company of fellow students and friends. This is a fun, and infectious interesting activity and can be enjoyed throughout lifetime.

1 credit hour.

PE117 Modern Dance (Coed)

A creative approach to movement exploration with special emphasis on dance as related to the specific art periods.

1 credit hour.

PE118 Physical Fitness and Conditioning (Men)

A course designed to improve abilities such as

strength, endurance, and flexibility. Concentration is upon individual activities such as jogging, weight training, calisthenics exercises and stretching for improving physical well-being.

1 credit hour.

PE119 Physical Fitness and Conditioning (Women)

A course designed to improve physical abilities such as strength, endurance and flexibility. Concentration is upon individual activities such as jogging, weight training, calisthenics exercises and stretching for improving physical well-being.

1 credit hour.

PE120 Beginning Swimming (Coed)

An introduction to the recreational sport of swimming with emphasis placed upon elementary strokes, dives, survival techniques, and applications of basic mechanical principles to safe aquatic activities. Nationally recognized certification issued upon completion of course requirements and student request.

1 credit hour.

PE124 Lifeguard Training (Coed)

Prerequisite is completion of PE120 Beginning Swimming or demonstration of equivalent swimming skills. Emphasis is placed on recognition of swimming hazards, swimmers in distress, and the methods of dealing with both. The course prepares the student for an entry level lifeguarding position. Nationally recognized certification of course requirements including a written and practical final.

2 credit hours.

PE126 Water Safety Instructor (Coed)

Prerequisite is completion of PE120 Beginning Swimming or equivalent swimming skills. An instructor's course in swimming, diving, water safety, and infant pre-school aquatic instruction. Special emphasis will be placed on techniques of aquatic instruction. An opportunity for practical teaching experience will be offered as required for certification. Nationally recognized certification issued upon completion of course requirements.

2 credit hours.

PE130 Elementary Self-Defense (Women)

This course deals with the theory and techniques of self-defense. The content focuses on the techniques for eliminating dangers from daily living, methods of recognizing and avoiding dangers, and skills and strategies for employing physical defense when necessary.

1 credit hour.

PE134 Concepts of Physical Activity and Wellness (Coed)

This course is designed to give the student specific information concerning the benefits of developing a physically active lifestyle and the process necessary for designing programs to meet the individual's needs and interest. A wellness focus will also be included to help the student work toward a healthy lifestyle. It will enable the student to select appropriate physical activity courses and encourage individual participation in other campus and community activity programs.

1 credit hour.

PE135 Recreational Shooting (Coed)

A course designed as an orientation for individuals interested in the shooting sports. Safety is taught and emphasized throughout the course. The student will shoot rifle, pistol, and shotgun as well as being introduced to other areas such as hunting, antique and replica arms, gun collecting, etc. The class travels occasionally off campus for parts of the firearms training.

1 credit hour.

PE136 Aerobic Dance (Coed)

This course is designed to help students develop an understanding and appreciation of the importance of improving their "aerobic" fitness as a part of total fitness. Students participate in a program of vigorous movement to music at a level consistent with their existing level of fitness and gradually strive to reach a higher level of fitness.

1 credit hour.

PE137 Introduction to the Martial Arts (Coed)

This course is an orientation to the martial arts.

The content emphasizes the physical techniques and mental self-discipline which are involved in the sport.

1 credit hour.

PE138 Golf

This is an introductory course which emphasizes grip, set-up, swing, and club play. Additionally, both etiquette and the rules of golf (PGA and USGA) will be covered. The course involves both instruction and practice. Some of the course sessions are held off-campus.

1 credit hour.

PE139 Trends in Cardiorespiratory Exercise (Coed)

Course will examine popular trends in cardiorespiratory exercise as a means of improving one's physical fitness. Various cardiorespiratory exercise specialties that have emerged in recent times will be surveyed. Through active participation and application of techniques/principles learned in class, students will explore areas such as step aerobics, cardio-kickboxing, aqua aerobics, and interval training.

1 credit hour.

PE141 Introduction to Adventure Sports (Coed)

This physically demanding course provides an introduction to the growing world of recreational adventure sports, including mountain biking, paddling, navigating, ropes, and backpacking. This is an opportunity to learn the basics of each sport, decide if you want to pursue those interests further, and/or to put them all together for an Adventure/Multisport Race. The goals of the course are to build confidence through training and sport, introduce you to alternative sports, and reiterate the importance of teamwork to achieve a goal. (Students need a mountain bike for this course.)

1 credit hour.

The following courses are $\frac{1}{2}$ credit hour and meet twice a week for half the semester. Other

courses are for 1 or 2 credits for the full semester as designated.

PE150	Archery
PE151	Badminton
PE152	Basketball
PE153	Field Hockey
PE155	Soccer

PE156	Softball
PE159	Tennis
PE160	Volleyball
PE161	Country Western Dance I
PE162	Country Western Dance II
PE163	Yoga
PE164	Tai Chi

PHYSICAL SCIENCE

PSCI52, PSCI53; PSCI54, PSCI55

Physical Science

Fall-Spring Semesters

A course for non-science majors with limited mathematical background. Emphasis on the relationship of scientific principles to daily experience. The first semester topics include force, motion, gravity, energy, heat, temperature, wave motion and sound. The second semester topics include light, static electricity, electrical currents, and modern concepts.

1 three-hour laboratory period.

3 credit hours each semester.

Satisfies ADR III.

PSC434 Special Topics In The Physical Sciences

Annually as needed

An interdisciplinary science course designed to introduce topics of current or special interest. The course crosses over the perceived barriers which define each scientific discipline via a broad based, interdisciplinary approach to the study of

selected science topics. Prerequisite: Junior class standing.

3 credit hours.

PSC474 Physical Science Seminar

This course is designed for students to search and critically read the literature in several areas of the physical sciences. The student will read, write, and present to classmates several papers from a chosen concentration area. Students will also critically discuss papers from several related physical science areas. Prerequisite: Junior class standing.

3 credit hours.

PSC481, PSC482 Independent Study

The Independent Study Program enables a student to do research or in-depth study of a particular area in the physical sciences. While students conduct their work under the guidance of a faculty member of their choice, there may or may not be regular class meetings. Effective independent study is characterized by a reduction in formal instruction by faculty and an increase in students' initiative and responsibility for their own process of learning.

1–6 credit hours per semester.

PHYSICS

PHY110, PHY111; PHY112, PHY113

General Physics

Fall-Spring Semesters

An introduction to college physics covering the fields of mechanics, heat, sound, electricity, light, and selected topics of modern physics. Emphasis on theory, problems, and practical applications.

This course is intended for students not majoring in Physics or Engineering. Prerequisite: high school algebra and trigonometry or equivalent.

3 class periods.

1 three-hour laboratory period.

4 credit hours each semester.

Satisfies ADR III.

PHY160 Engineering Physics: Mechanics

Spring Semester

A calculus based physics course in mechanics for engineering and science majors. The use of vectors is emphasized throughout this course. Topics include vectors, linear and rotational motion, Newton's Laws, friction, work and energy, conservation of linear and angular momentum, collisions, moment of inertia, simple harmonic motion, gravitation, and (if time permits) waves. Prerequisite: MAT171.

3 class periods.

1 three-hour laboratory.

1.5 problem-solving session.

5 credit hours. Satisfies ADR III.

**PHY162, PHY163 Engineering Physics:
Heat, Thermodynamics,
and Sound**

Spring Semester

This course covers temperature and heat, thermal expansion, change of phase, transfer of heat, equation of state, laws of thermodynamics, heat engines, kinetic theory of gases, wave motion, transmission and detection of sound, interference, resonance, and the Doppler Effect. Prerequisite: PHY160.

3 class periods.

1 three-hour laboratory.

4 credit hours.

**PHY260, PHY261 Engineering Physics:
Electricity & Magnetism**

Spring Semester

This course introduces the student to the topics of static electricity, electric fields, Gauss' Law, electric potential, capacitance, resistance, current,

voltage, magnetic fields, Ampere's Law, Faraday's Law, and inductance. Prerequisites: PHY160, MAT172.

3 class periods.

1 three-hour laboratory.

5 credit hours. Satisfies ADR III.

**PHY262, PHY263 Engineering Physics:
Optics and Modern
Physics**

Spring semester

A study of the nature and propagation of light-reflection and refraction, interference, diffraction and polarization, quantum theory, the photoelectric effect, x-ray diffraction, the Compton Effect, and wave properties of particles. Other topics include the uncertainty principle and its applications, the special theory of relativity, atomic models and spectra, quantum and statistical mechanics, the atomic nucleus, nuclear transformations, and elementary particles. Prerequisite: MAT271.

3 class periods.

1 three-hour laboratory.

4 credit hours.

PHY490 Physics Internship

This off-campus internship is designed to give the students an opportunity to make use of the practical aspects of their classroom knowledge, thus developing their confidence and understanding through experience. The corporate supervisor and the faculty supervisor will evaluate student's performance. Prerequisites: Junior standing including PHY160, PHY162, PHY262, and departmental approval of each participant's individual program.

3 credit hours each semester.

POLITICAL SCIENCE

**PSI41 American Government:
Foundations and
Institutions**

A study of the foundations, structure and functions of American national government with em-

phasis placed on analysis of the congress, presidency, bureaucracy and the courts. The course will also discuss the nature of the Constitution and the concept of federalism.

3 credit hours. Satisfies ADR IV.

PS142 American Government: Process and Policy

A study of the organization and operation of the political process within the American political system, with emphasis placed on the mechanisms by which citizen preferences are converted into public policy. The course will also discuss the process of policy development and implementation as well as specific domestic and foreign policy issues.

3 credit hours. Satisfies ADR IV.

PS151 Introduction to Public Administration

An introductory study of structure, organization and management of public departments and agencies. The course will also focus on the differences between public and private administrative settings and the implications of the American Federal System for Public Administration.

3 credit hours.

PS242 State and Local Government

A study of the structure and functions of the major types of state, county and city governments, regional authorities and metropolitan areas. Special attention will be given to the government of the state of Pennsylvania and to the unique problems of contemporary urban politics.

3 credit hours. Satisfies ADR II.

PS243 Government and Politics of Africa

A discussion seminar on the government and politics of representative African states. This study will also consider the relevance of trends in governing structures, economic patterns, international relations and nationalism in contemporary Africa. Not open to freshmen.

3 credit hours. Satisfies ADR V.

PS244 Government and Politics of East Asia

The course examines the changing socio-economic, cultural, and political aspects of the PRC, the ROK, and Japan. Special attention is given to Maoism and the Cultural Revolution, China's "Second Revolution," South and North Korean political systems, Korean unification issues, and Japanese economy.

3 credit hours. Satisfies ADR V.

PS245 Government and Politics of Latin America

Viewing the politics of Latin America as if it were a game, the course identifies the basic rules, the domestic and foreign players involved, and the stakes in the different modes of politics and economic development. Special focus is on the countries of Argentina, Brazil, Chile, Cuba, Mexico, Nicaragua, Peru and Venezuela. Not open to freshmen.

3 credit hours. Satisfies ADR V.

PS246 Government and Politics of the Middle East

A broad study of the governments and political systems of different countries in the Middle East. Special emphasis will be on the socio-economic and political development in the area. Other topics will include legacy of imperialism, nationalism, Arab-Israeli conflict, U.S. role in the Middle East, revival of Islam, and the prospects for future peace in the Middle East. The focus will be on the countries of Egypt, Iran, Iraq, Israel, Jordan, Lebanon, Saudi Arabia, Syria, and Turkey. If time permits, other Middle Eastern countries will be studied. Not open to freshmen.

3 credit hours. Satisfies ADR V.

PS247 Government and Politics of Russia

A brief comparative survey of Tsarist and Soviet governments and socio-economic, political and ideological systems; a more detailed study of contemporary government and political structures of Russia and the countries of the former Soviet Union.

3 credit hours. Satisfies ADR V.

PS250 Governments and Politics of South Asia

A broad study of the governments and political structures of different countries in South Asia. The course will contain a good deal of analysis and theoretical insight into the cultural and historical milieu in which political developments take place. The focus will be on India, Pakistan, Bangladesh, Nepal, Bhutan, Sri Lanka, and Maldives. Not open to freshmen.

3 credit hours. Satisfies ADR V.

PS260 Comparative Politics

An introduction to the practice of politics and the governing institutions of selected democratic and non-democratic states. Topics to be discussed include the problems of political and economic development, mechanisms of stability and change, and approaches to comparative analysis.

3 credit hours. Satisfies ADR II.

PS262 Scope and Methods of Political Science

This course is intended to introduce the political science major to the discipline of political science. Topics include the nature and structure of the discipline, controversies and criticisms, the role of scientific method including data gathering and analysis, theory development and hypothesis testing, selected statistical techniques, public opinion polling, and experimental design.

3 credit hours. Satisfies ADR II.

PS302 International Relations

An introduction to the major influences in the relationships between states. Emphasis is on the historical emergence of the International System. Internal and external influences on foreign policies are examined. Topics such as Arms Control, North-South relationships, Global Problems and World Peace are explored in depth. Use is made of maps, graphs, charts, statistics, and extensive use of the Internet.

3 credit hours. Satisfies ADR II.

PS303 American Foreign Policy Making

Concerns the formation and conducts of U.S. relations with other nations of the world; emphasis is institutional with policy makers and policy execution at the center. Fundamental American values in foreign policy and the roles of leaders instrumental in creating and developing foreign policy objectives are examined. Open to juniors and seniors.

3 credit hours. Satisfies ADR II.

PS305 Parties, Campaigns and Elections

The nature and function of political parties in the American two-party system; the impact of the mass media and campaign reform on the electoral

process; third party movements; the future of both major political parties. Special attention will be paid to the most recent Presidential nominations, campaigns, and election.

3 credit hours. Satisfies ADR II.

PS306 Introduction to International Organizations

This course deals primarily with the origins, nature and functions of international organizations (the League of Nations, the United Nations, and regional organizations). The course examines the cooperative approach to international problems. A special attention is given to the structure and functions of the U.N. and the relations among the U.S., the U.N., and the Third World. Prerequisites: PS100 and PS302 or instructor's approval.

3 credit hours. Satisfies ADR II.

PS307 International Law

A comprehensive introduction to the doctrines and processes of law in the global setting. Emphasis is placed on the nature and sources of international law, international institutions, statehood and sovereignty, the law of human rights and emerging trends in transnational law.

3 credit hours.

PS310 Decision Making in the Public Sector

Decision making theory as it applies to the public sector. Includes both individual and group decision making environments as well as the political, psychological and quantitative implications of decision making. Attention is given to the differences between the public and private sector (i.e., lack of profit motive, differences in sales and advertising techniques, etc.), and the impact of the political environment upon the public decision making process.

3 credit hours.

PS312 Politics of Public Policy

Analysis of the development, implementation and evaluation of public policy within the federal system. The course will view the public policy from the perspective of the executive, legislative, judicial and bureaucratic branches of government. In

addition, emphasis will be placed on public input into the governmental process.

3 credit hours. Satisfies ADR II.

PS352 Introduction to Public Finance

The course focuses on an economic and political analysis of public choice theory, income distribution, expenditure analysis, income transfer programs, and tax theory. Topics include analysis of revenues and expenditures relating to such areas as health care, social security, welfare and unemployment, education, national security, etc.

3 credit hours.

PS361 American Political Thought

An introduction to American political thinking from the founding to the present. This course deals with the uniqueness of and tensions in the American tradition through a critical examination of the thought of American statesmen and theorists.

3 credit hours. Satisfies ADR II.

PS362 The Congress

A study of the history and politics of the U.S. Congress. Topics include the constitutional vision of the founders, the evolution of Congress as an institution, the differences between the Senate and the House of Representatives, the norms and folkways of the Congress, leadership in the House and Senate, the legislative process, and the Congress and Presidential and Congressional elections. Prerequisite: PS141 or PS142 or consent of instructor.

3 credit hours. Satisfies ADR II.

PS363 The Presidency

A study of the history and politics of the American presidency. Topics include the electoral college and presidential elections, the formal powers of the presidency, the nature of presidential leadership and decision-making, the media and the presidency, the presidential office, the cabinet, the presidential bureaucracy and contemporary theories of the presidency. Prerequisite: PS141 or PS142 or consent of instructor.

3 credit hours. Satisfies ADR II.

PS368/PHL368 Ancient Political Thought

A study of selected writings and texts from the ancient Greeks through the late Middle Ages. Topics to be discussed include the relevance of ancient philosophy, the nature of the polis, the role of the citizen, the rise of natural law and the contributions of Christianity. Emphasis will be on a careful reading of primary sources. This course is cross-listed as PHL368. There are no prerequisites.

3 credit hours. Satisfies ADR II.

PS369/PHL369 Modern Political Thought

A study of selected writings and texts in political theory from Machiavelli to the present. Topics to be discussed include the modern understanding of power, social contract theory, the turn to history and the contemporary philosophic situation. Emphasis will be on careful reading of primary sources. This course is cross-listed as PHL369. There are no prerequisites.

3 credit hours. Satisfies ADR II.

PS371/H371 American Constitutional Thought: Political Institutions

This course will provide an understanding of the development of the American constitutional system. Emphasis will be given to the writing of the U. S. Constitution and the evolution of constitutional law as it relates to the Congress, the Presidency, the Judiciary, the bureaucracy and the place of state governments in American history. This course is cross-listed as H371.

3 credit hours. Satisfies ADR II.

PS372/H372 American Constitutional Thought: Civil Liberties & Civil Rights

This course will provide an understanding of the development of the American constitutional system. Emphasis will be given to the Supreme Court's role in defining and protecting civil liberties such as speech, press, religion, privacy, due process and equal protection. This course is cross-listed as H372.

3 credit hours. Satisfies ADR II.

PS450 Senior Seminar in Political Science

This course is a senior level seminar for political science majors. The purpose of the course is to offer an opportunity for students to integrate and synthesize their previous course work in the discipline. A major research paper will be required. Topics to be discussed will be professionalism and ethics; practical issues and concerns in applied research; controversies in research methods; the current state of the discipline. Open to senior political science majors, students minoring in political science, and others with the consent of the instructor. Prerequisite: PS262.

3 credit hours.

PS471–480 Selected Topics in Political Science

Various topics examining current theoretical or practical issues in contemporary politics and/or political science. Examples of possible topics: the post-modern situation, politics and religion, the end of ideology, feminist politics, politics and the arts, the First Amendment, etc.

3 credit hours. Satisfies ADR II.

PS490, PS491 Government/Public Administration Internship

Specialized governmental experience in a selected city, county, state or federal agency. Independent research may be a part of this experience. Departmental approval is required in advance. Pass/fail only.

3 credit hours each semester.

PS498, PS499 Independent Study

The Independent Study Program affords an opportunity for students who wish to undertake a well-defined research project. While these students conduct their work under the guidance of a faculty member of their own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1–3 credit hours.

PREMEDICAL STUDIES

Predmedical courses (PMD) are offered through a collaborative arrangement between the Department of Biological Sciences and York Hospital. These courses are designed to provide students with premedical, nursing, or other interest in clinical studies with valuable first-hand experience in a hospital setting. Because these courses are offered at York Hospital, students enrolled in PMD courses will be required to comply with all Hospital rules and regulations. In addition, enrollment is restricted to only those students who are seriously committed to the pursuit of a career in medicine and/or healthcare. Biology majors may take PMD courses as free electives, but PMD courses are not considered upper-division Biology electives.

**PMD120, PMD130, PMD140, PMD150
Grand Rounds I–IV*****Fall-Spring Semesters***

This seminar course is offered in conjunction with

the Family Medicine Department at York Hospital. Students will participate in weekly Family Practice Grand Rounds held at York Hospital, under the supervision of a local family practice physician. With new seminars offered each semester, students may take this course a maximum of four semesters. Prerequisites: BIO200 and Departmental approval.

1 credit hour.

PMD210, PMD220 Emergency Department Research I and II***Fall-Spring Semesters***

This course is offered in conjunction with the Emergency Department at York Hospital. Students will become actively involved in ongoing research efforts in the Emergency Department by working with physicians and other medical personnel to help identify patients who are suitable candidates for clinical trials. Students will work four hours

per week in the Emergency Department, and participate in biweekly didactic sessions. Students may participate in this course a maximum of two semesters. Prerequisites: a minimum of 60 college credits, including BIO200, and Departmental approval. BIO220 and BIO222 are recommended.

2 credit hours.

PMD230, PMD240 Clinical Shadowing Rotations I and II

Fall-Spring Semesters

This experience will allow students to become part of a medical team as observers. Students will participate in resident-mentored shadowing experiences in several clinical departments at York Hospital, including Internal Medicine, Family Medicine, and Emergency Medicine. In certain fields, efforts will be made to involve the student in both outpatient and inpatient settings. Extensive reviews of scientific literature will be conducted and weekly meetings with resident physi-

cians will be expected. Students will choose a medical topic where a research paper, in one of several formats, will be written. Students may participate in this course a maximum of two semesters. Prerequisites: BIO200 and Departmental approval.

2 credit hours.

PMD310 Advanced Human Anatomy
Fall Semester

This course is offered in conjunction with the Surgery Department at York Hospital. The course is designed for students who wish to further their knowledge of human structure. Classes are held weekly in a lecture/discussion group format and the laboratory component involves human cadaver dissection. References will be made as to how structure is related to function. Prerequisites: Departmental approval. BIO220 and BIO222 are recommended.

3 credit hours.

PSYCHOLOGY

PSY100 General Psychology

Fall-Spring Semesters

A survey presentation of the fundamental theories, principles and research methods of psychology. Emphasis is placed on psychology as the scientific study of behavior and cognitive processes. Students will be expected to demonstrate critical evaluation and creative thinking skills, an understanding of the data-gathering methods of psychology, and an ability to utilize information technology. Assessment techniques in all sections will include written and/or oral projects as well as objective measures. Experiential learning component required.

3 credits hours. Satisfies ADR II.

PSY150 Introduction to Psychology I

Fall-Spring Semesters

This course is designed primarily for the psychology major. An explicit, in-depth introduction of the theories and principles of psychology from a scientific viewpoint is presented. Laboratory ex-

periences are required. Students who have completed or who are enrolled in PSY100, General Psychology, may not enroll in this course.

3 credit hours.

PSY200 Essential Skills and Tools of Psychology

Fall-Spring Semesters

This course provides students with the opportunity to further develop the essential skills needed in psychology of 1) critical and creative thinking, 2) critical reading, 3) writing, using the major elements of APA (American Psychological Association) editorial style. A process learning approach will be used in which students will develop these skills in the context of several tasks, such as structured assignments for reading and critically evaluating both theoretical works and empirical articles in the field, participating in a guided small-scale group research project, and writing an APA paper in segments.

3 credit hours.

PSY210 Fundamentals of Biopsychology

Fall Semester only

This course will provide students with the opportunity to develop knowledge of the foundations of biopsychology (also known as physiological psychology or neuroscience). Topics include: Functional neuroanatomy; neurophysiology; psychopharmacology; hormones and the brain; and evolution and development of the nervous system.

3 credit hours.

PSY270 Design and Analysis I

Fall-Spring Semesters

This course is designed to provide the psychology major with an integrated introduction to the scientific method as practiced in psychology. Topics covered will include: statistical analysis of data, experimental design, data collection and the APA style for research report writing. A variety of statistical methods will be presented. Prerequisites: PSY100 OR PSY150, PSY 200, or permission of instructor.

3 credit hours.

PSY271 Design and Analysis II

Fall-Spring Semesters

This course is a continuation of PSY270. The course will focus on the experimental method and relevant statistical analysis. Prerequisite: PSY270 or permission of instructor.

3 credit hours.

PSY307 Cognitive Psychology

Spring Semester

This course studies, in detail, those mental processes and structures that compose the human cognitive system. The course will view cognitive psychology as the coordinated operation of mental processes within a multicomponent memory system. Topics include: memory processes and theories, conscious processing, knowledge representation and storage and retrieval of memory. Recent research findings and issues related to human memory are stressed. Prerequisite: PSY100 or PSY150.

3 credit hours.

PSY309 Theories of Learning

Fall Semester

This course takes a theoretical approach to

learning employing viewpoints from traditional learning theory. Classic questions in the field of human learning are explored. Prerequisite: PSY100 or PSY150.

3 credit hours.

PSY310 Brain and Behavior

Spring Semester

The course will explore the complex relationships among the brain and other biological systems, behavioral and mental processes, and experience. Topics include neural/hormonal regulation of sexual behavior; homeostasis and regulatory behaviors; biorhythms, sleep, and dreaming; emotion, stress and health; biological bases of mental/behavioral disorders; and cognitive neuroscience.

3 credit hours.

PSY320 Developmental Psychology

Fall-Spring Semesters

The initial part of life-span development—the period from conception through adolescence—is presented. Emphasis is placed on the biological, cognitive, social, and physical aspects of development. Students who have completed or are enrolled in N201 may not enroll in this course. Prerequisite: PSY100 or PSY150.

3 credit hours. Satisfies ADR II.

PSY325 Adult Development

Spring Semester

This course studies age-related physical, psychomotor, and cognitive changes in maturity and aging from a life-span perspective. Recent research findings and issues related to the study of adult development are stressed. Theory and lecture may be complemented by individual student projects. Prerequisite: PSY100 or PSY150.

3 credit hours.

PSY327 Psychology of Exceptional Children

Fall-Spring Semesters

The main areas of exceptionality are presented. Emphasis is placed on etiology, diagnosis, and educational plan/treatment. Particular attention is given to the education system and learning. Prerequisite: PSY100 or PSY150.

3 credit hours.

PSY341 Abnormal Psychology***Fall–Spring Semesters***

This course explores the concept of “abnormality” as it relates to psychological disorders. Using the current system for diagnosis (DSM system) as a guide, psychological disorders are explored in terms of their development and symptom patterns. Theories that attempt to explain these disorders and guide treatment will also be addressed. Throughout the course particular attention is given to salient issues in the field, such as ethics, diagnosis, hospitalization, and the role of research in the field. Prerequisites: PSY100 or PSY150.

3 credit hours. Satisfies ADR II.

PSY343 Social Psychology

This course explores the effects of the social environment on an individual's behavior, emotions, and thoughts, including the effects of other people, groups, and self-perception. Topics include: Perceiving the self and others, attitude formation and change, persuasion, conformity and obedience, group influence, helping behavior, aggression, and attraction and love. Prerequisites: PSY100 or PSY150 and SOC100.

3 credit hours.

PSY345 Personality

A critical survey of the theories of personality and an exploration of individual differences in personality. Each theory is explored in terms of its origin, application, and empirical validity. Students will have the opportunity to complete personal application exercises. Topics include: personality development, continuity, and change; the effects of biology, evolution, social experience, cognitive processing, and self-determination on personality; the expression of personality in behavior; and trait and personal need classifications. Prerequisite: PSY100 or PSY150.

3 credit hours.

PSY354 Sensation and Perception***Fall Semester***

The study of human sensory and perceptual processes. Emphasis is placed on the basic physiological mediation of human sensations and on

the different research strategies used in understanding human perception. Viewpoints will include the psychophysical, Gestalt and cognitive approaches. Prerequisite: PSY100 or PSY150. PSY351 is recommended.

3 credit hours.

PSY363/OBD385 Industrial and Organizational Psychology

An introduction to the scope and problems of Industrial and Organizational Psychology. Emphasis is placed on personnel selection, human factors, group dynamics, system design, training leadership, performance evaluation and consumer psychology. Prerequisites: PSY100 or PSY150; PSY270; PSY271; PSY343; or permission of the instructor.

3 credit hours.

PSY365 Testing and Assessment***Spring Semester***

This course provides an introduction to the basic principles of measurement and a survey of the field of psychological testing and assessment. Topics include reliability, validity, test development, and interpretation of results. Theories of intelligence and their relation to intelligence testing, as well as personality and ability testing will also be discussed. Throughout the course ethical and social issues in testing will be stressed. Prerequisites: PSY270 and PSY271 or permission of instructor.

3 credit hours.

PSY370 Design and Analysis III***Fall–Spring Semesters***

The course will provide students with the opportunity to apply the statistical and research techniques presented in PSY270 and PSY271. Students will be responsible for writing an APA-style report and for oral presentation of original research. The research design may be experimental, quasi-experimental, or correlational. Statistical techniques covered in PSY270 and PSY271, such as ANOVAs and correlational analyses, may be used. Emphasis will also be placed upon critical reading and analysis of scientific research. Prerequisites: PSY270, PSY271, or permission of instructor.

3 credit hours.

PSY390-PSY399 Special Topics in Psychology

Fall-Spring Semesters

This course is designed to enable students, particularly psychology majors, to focus on special topics or issues in the field of psychology. Topics in these courses will vary permitting students and faculty to focus upon areas of special interest or upon unique areas in the field. Prerequisite: PSY100 or PSY150; additional prerequisites may vary according to the topic.

1-3 credit hours.

PSY421 Psychology Cooperative Internship

Fall-Spring Semesters

An internship is designed to make the academic work more meaningful by providing exposure to real-world experiences in psychology. An internship also provides an opportunity to explore job possibilities within the psychology field. Students select an agency that fits their interests and spend a minimum of 120 hours per semester performing and observing psychologically related tasks. Prerequisites: approval of the instructor; completed application by the following dates: Fall-August 1, Spring-December 15, Summer-May 15 (dates roughly correspond to the end of the semester before the internship will take place); GPA of 2.5 or higher; and 60 credit hours.

3 credit hours.

PSY422 Psychology Cooperative Internship

Fall-Spring Semesters

This class provides the opportunity for an additional internship experience. The requirements are the same as the requirements stated in PSY421. Prerequisites: PSY421; approval of the instructor; completed application by the following dates: Fall-August 1, Spring-December 15, Summer-May 15 (dates roughly correspond to the end of the semester before the internship will take place); GPA of 2.5 or higher; and 60 credit hours.

3 credit hours.

PSY431 Psychology Teaching Practicum

Fall-Spring Semesters

An opportunity for the advanced psychology student to assist a member of the psychology

faculty in a psychology course. Prerequisites: PSY100 or PSY150; PSY270; PSY271; 12 additional hours in psychology; GPA 3.0 or above; and permission of instructor.

1 credit hour.

PSY432 Psychology Teaching Practicum II

Fall-Spring Semesters

An additional opportunity for the advanced student to assist a member of the psychology faculty in a psychology course. Prerequisites: PSY431; GPA 3.0 or above.

1 credit hour.

PSY441 Counseling Theories in Psychology

Fall Semester

This course explores the major theoretical perspectives that provide the foundation for the contemporary practice of psychotherapy. In addition, factors that are common to all therapies will be explored with the goal of providing an integrative framework for therapy that cuts across theoretical orientations. Throughout the course attention will be given to salient issues that influence the field. Prerequisites: PSY100 or PSY150; PSY341; a minimum of 60 credits completed.

3 credit hours.

PSY472 History and Systems of Psychology

Fall-Spring Semesters

Analysis of the historical background and present systems in the field of psychology. Emphasis is placed on integrating course work into a historical perspective. Prerequisites: PSY100 or PSY150 and 12 credits of psychology at the 300 level or above.

3 credit hours.

PSY490 Senior Seminar in Psychology

Fall-Spring Semesters

The capstone course in psychology designed to provide the graduating senior with an integrating experience. Emphasis is placed on critical thinking, evaluation and research. Prerequisite: PSY100 or PSY150; PSY472.

3 credit hours.

PSY498 Independent Study in Psychology

Fall-Spring Semesters

The course affords the junior or senior psychology

student the opportunity to investigate a research question. An APA-style paper suitable for presentation and/or publication is the objective of the course. The course must be arranged with a full-time faculty member prior to registering for the course. Prerequisites: PSY100 or PSY150; 12 additional hours in Psychology; 60 total credits; 2.5 or higher GPA.

1–3 credit hours.

PSY499 Independent Study in Psychology *Fall–Spring Semesters*

The course affords the junior or senior psychology student a second opportunity for in-depth research of a topic in psychology. The course must be arranged with a full-time faculty member. Prerequisite: PSY498, 2.50 or higher GPA.

1–3 credit hours.

QUANTITATIVE BUSINESS

QBA260 Business Statistics I

Fall Semester

This is an introductory course in statistics, the study of proper methods of presenting data and of interpreting sample data based on probability theory. Coverage includes descriptive statistics, probability and probability distributions, and interval estimation and hypothesis testing of means and proportions. A statistical software package is introduced in this course. Prerequisite: Successful completion of IFS100 or (and) IFS105, Completion of MAT120 or equivalent a with grade of 2 or better.

3 course hours.

QBA265 Business Statistics II

Spring Semester

This is a second course in an optional two-course sequence in statistics. It covers inferential statistics stressing underlying theory and assumptions, practical applications, and utilization of computer software. Topics covered include: analysis of variance, chi square tests, nonparametric statistics, index numbers and aggregate price indexes, forecasting and time series analysis, sampling techniques, and regression analysis. Prerequisite: Completion of MAT120 and QBA260 or equivalents with grades of 2 or better.

3 credit hours.

QBA310 Management Science

Spring Semester

Management Science is the application of mathematical modeling techniques to routine business situations requiring management evaluation and subsequent policy recommendations. Topics covered include linear, integer and goal programming; transportation and assignment models; decision analysis, and project evaluation and review technique. Oral presentations, written reports and the use of management science computer software package required. Prerequisite: Completion of MAT120 and QBA260 or equivalents with grades of 2 or better.

3 credit hours.

QBA315 Research Methods in Business

Fall–Spring Semesters

This course will facilitate the development of general organizational and business-related problem solving and decision-making skills in environments such as for profit, not-for-profit, and public organizations. Emphasis will be placed upon the study of various business applications such as productivity outcomes, quality measure, customer service assessment, employee satisfaction assessment, organizational behavior assessment, experimental applications, and others. Prerequisite: Completion of MAT120 and QBA265 with grades of 2 or better.

3 credit hours.

RECREATION AND LEISURE ADMINISTRATION

REC101 Recreation and Leisure in Modern Society

Fall-Spring Semesters

Surveys the present nature, scope, and significance of recreation and leisure for all citizens including specialized groups. Emphasis will be on the opportunities, responsibilities, and requirements of professional recreational work. Required for majors.

3 credit hours.

REC103 Leadership in Recreation and Leisure Activities

Fall-Spring Semesters

Investigates the special problems facing recreation professionals in various types of group settings. Consideration will be given to developing, supervising and coordinating recreational programs. Required for majors.

3 credit hours.

REC221 Recreation Practicum

Fall-Spring Semesters

Provides early field experience by placement in a recreational setting where the student will work 120 hours under careful supervision. Seminar sessions will be conducted to share problems and experiences. Required, by advisement, for majors. Prerequisite: REC101, REC103, or by permission of instructor.

3 credit hours.

REC250 Special Events Management

Fall Semester

This course is designed as an introduction to the theoretical and practical foundations of successful event management and special event planning. Lectures will emphasize the typology and categories of special events, including but not limited to: fairs, exhibitions, festivals, holiday celebrations, recognitions, spectator events, and conferences. Focus will also be on the development and preparation of detailed management plans required of a recreation professional. Students will directly observe and

evaluate a special event. Prerequisites: REC101 and REC103.

3 credit hours.

REC301 Group Dynamics and Leadership

Fall Semester

An in-depth study of the reactions and relationships between members of groups, supervision of staff and volunteers, and techniques for guiding the interaction toward defined goals. Required for Community Recreation emphasis. Prerequisites: REC101, REC103, and PSY100.

3 credit hours.

REC310 Outdoor Recreation

Spring Semester

Survey trends and issues in outdoor recreation, parks and conservation, including agency resources, legislation, and research. Includes outdoor recreation programs, resource management, and outdoor skills. Recreation elective. Prerequisites: REC101 and REC103.

3 credit hours.

REC311 Introduction to Therapeutic Recreation

Fall-Spring Semesters

Introduction to principles and techniques used in serving special groups with physical, emotional or social disabilities. Required for majors. Prerequisite: REC101, REC103, or by permission of the instructor.

3 credit hours.

REC331 Leadership in Therapeutic Recreation

Spring Semester

Gives training in group leadership and organization and practical application of those techniques. Required for Therapeutic Recreation emphasis. Prerequisites: REC101, REC103, and REC311.

3 credit hours.

REC333 Organizing Community Recreation*Spring Semester*

Considers the nature of urban recreation and the people it serves; study means for mobilizing a community for recreation, and the approaches for planning, organizing and conducting programs. Required for Community Recreation emphasis. Prerequisites: REC101 and REC103.

3 credit hours.

REC343 Organizing Therapeutic Recreation*Fall Semester*

Concerned with the practice of therapeutic recreation and the specialized groups it serves; considers means of organizing a community or institution for providing recreation to meet unique requirements. Surveys approaches for planning, organizing and conducting specially tailored programs. Required for Therapeutic Recreation emphasis. Prerequisites: REC101, REC103, REC311, or by permission of the instructor.

3 credit hours.

REC355 Fundraising and Development for Nonprofit Organizations*Fall Semester*

This course will provide a functional knowledge of the operations of nonprofit agencies. The student will learn how to identify funding sources and develop an actual fundraising event. The course covers a broad range of fundraising techniques and will give the students an introductory experience in working with an actual nonprofit agency. Prerequisites: SOC100.

3 credit hours.

REC392–394 Selected Topics in Recreation*Spring Semester*

Exploration of issues, trends, and philosophies of recreation including, but not limited to, commercial recreation, and travel and tourism. Required for Community Recreation emphasis. Prerequisite: REC101, REC103, or by permission of the instructor.

3 credit hours.

REC400 Therapeutic Recreation and Aging

Exploration of the significance of recreation throughout the life cycle relative to the individual's attitudes, values, behaviors, and use of resources. Emphasis on leisure life styles of the elderly. Prerequisite: REC101, REC103, REC311, or by permission of the instructor.

3 credit hours.

REC401 Management of Recreation Park Facilities*Fall Semester*

Information on management procedures for recreation facilities; planning and design, fiscal and capital development, maintenance, safety, accessibility, and vandalism control. Recreation elective. Prerequisite: REC101, REC103, REC311, and REC333.

3 credit hours.

REC421, REC422, REC423, REC424**Directed Field Experience in Community Recreation and Leisure***Fall–Spring–Summer Semesters*

A program to provide on-the-job experiences in application of principles and techniques in Community Recreation. This provides the student with the opportunity to develop the art and skill of dealing with people in a professional capacity while under close supervision of an experienced supervisor and a faculty member. Required of all majors of second semester junior or first semester senior standing. 160 or more work experience hours per 3 credit hours up to a total of 9 credit hours required; an additional 3 credit hours is available as a recreation elective. Prerequisite: REC101, REC103, REC311, REC221, PSY100, SOC100, REC301, REC333, or by permission of the instructor.

REC425, REC426, REC427, REC428**Directed Field Experience in Therapeutic Recreation and Leisure***Fall–Spring–Summer Semesters*

A program to provide on-the-job experiences in application of principles and techniques in Therapeutic Recreation. This provides the student with the opportunity to develop the art and skill of

dealing with people in a professional capacity while under close supervision of an experienced supervisor and a faculty member. Required of all majors of second semester junior or first semester senior standing. 160 or more work experience hours per 3 credit hours up to a total of 9 credit hours required; an additional 3 credit hours is available as a recreation elective. Prerequisite: REC101, REC103, REC311, REC221, PSY100, SOC100, REC331, REC343, SOC345, or by permission of the instructor.

3 credit hours.

REC450 Recreation Administration

Fall–Spring Semesters

This course will study the organizational patterns and administrative problems involved in operating various leisure service agencies: forms of organization, planning, budget, personnel, liability, public relations and evaluation. Required for all majors of senior standing. Prerequisite: Completion of DFE credits or by permission of instructor.

3 credit hours.

REC491 Seminar in Recreation and Leisure

Fall–Spring Semesters

A study of the implications of leisure and recreation as they relate to organization of recreation services. Visits to a variety of recreation agencies will be emphasized. Required of all majors of senior standing. Prerequisite: Completion of DFE credits or by permission of instructor.

3 credit hours.

REC498, REC499 Independent Study

Fall–Spring Semesters

Independent investigations of current problems facing the recreation field. These may include philosophical basis, delivery of services, professional problems, needed research, and certification or licensing. Recreation elective. Prerequisites: Permission of instructor and Coordinator of Recreation, junior or senior status and 12 hours of recreation.

1–3 credit hours each semester.

RELIGIOUS STUDIES

REL265 World Religions

An introduction to the world's living religions—Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity and Islam. The role of primitive religions and the confrontation of religions in our contemporary world will also be studied.

3 credit hours. Satisfies ADR I.

REL270 Tradition and Culture of Judaism

This course introduces students to major concepts in the Jewish tradition as discussed in Judaism's primary sacred texts. Students will also learn about the development of the Jewish tradition through history.

3 credit hours.

REL275 Tradition and Culture of Christianity

This course introduces students to Christianity's foundational concepts as developed in the New Testament, the writings of the Church Fathers and later writings. Additionally, the course introduces

students to the historical development of the Christian tradition from a small Jewish sect into a world religion.

3 credit hours.

REL368 Religion, Society, and Culture

This course explores how religion interacts with, challenges, and is challenged by other aspects of human cultural life including art, politics, and ethics. The course examines these interactions as they are discussed by leading religious thinkers and their critics including Plato, Augustine, Kant, Marx, Nietzsche, Tillich, Niebuhr, Wittgenstein, Levinas, and others. Prerequisites: WRT101 and WRT200.

3 credit hours.

REL369 American Religious Thought and Culture

A study of the background of Catholicism, Protestantism, Judaism, and Native American religious

traditions in the United States, as well as contemporary American religious movements. Prerequisites: WRT101 and WRT200.

3 credit hours. Satisfies ADR I.

REL380 Special Topics in Religion

This course examines issues in the field of religious studies with an emphasis on interdisciplinary and cross-cultural perspectives. The specific topic for the course changes from semester to semester, according to faculty and student interest. In addition to courses on specific religious traditions, figures, movements, and sacred texts, topics may include religion and culture, religion and sociology, religion and ethics, religion and gender, and religion and film. Prerequisites: WRT101 and WRT200.

3 credit hours.

REL381/WGS381 Women and Religion

This course explores how women have factored

into or been excluded from the roles, rituals, scriptures, theologies, and governing images of some of the world's major religions. Additionally, the course explores contemporary efforts to contend with challenges to women in these traditions. Prerequisites: WRT101 and WRT200.

3 credit hours.

REL498, REL499 Independent Study

An opportunity for the student who wishes to undertake a well-defined research project in an area of philosophy. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1-3 credit hours.

RESPIRATORY CARE

RT100 Basic Science for Respiratory Care

A survey of basic principles as applied to the practice of respiratory care. Included are respiratory terminology, scientific measure, fluid physics, gas physics, basic electricity, chemical and physical properties of matter, basic genetics, basic microbiology, respiratory therapy equipment cleaning and sterilization.

3 credit hours.

RT105 Medical Terminology for Health Professions

An introduction to medical terminology including prefixes, suffixes, roots, and abbreviations. Also included are use of medical dictionaries and the format of the patient chart.

1 credit hour.

RT110 Oxygen Therapy and Cardiopulmonary Resuscitation

An overview of the history of respiratory care and the professional organizations related to respiratory

therapy. A comprehensive study of oxygen delivery devices, oxygen analysis, cardiopulmonary resuscitation, and artificial airways. This course includes certification in Basic Cardiac Life support by the American Heart Association. Prerequisite: RT100.

3 credit hours.

RT115 Bronchopulmonary Hygiene

An overview of respiratory anatomy, physiology, and pathophysiology. A comprehensive study of aerosol and humidity therapy, pharmacology of aerosol and humidity therapy, pharmacology of aerosolized medications, bronchial clearance techniques, intermittent positive pressure breathing, and rehabilitation and home care of the respiratory patient. Also included is an introduction to physical examination of the chest and chest x-ray interpretation. Prerequisite: RT100.

3 credit hours.

RT120 Mechanical Ventilation

A comprehensive study of the physiology of pos-

itive pressure breathing, the design and function of continuous mechanical ventilators, techniques of continuous ventilation, and monitoring of the patient receiving continuous ventilation. Prerequisites: RT100, RT110, RT115, RT130.

4 credit hours.

RT125 Pulmonary Function Testing and Interpretation

A study of pulmonary diagnostic procedures including spirometry, lung volumes, diffusing capacity, response to bronchodilator and bronchial challenge. Also included is an introduction to exercise testing, fiberoptic bronchoscopy, and sleep studies. Prerequisites: RT100, RT110, RT115, RT130.

2 credit hours.

RT130 Pulmonary Diseases

A comprehensive study of diseases of the respiratory system, and the pharmacologic treatment of pulmonary diseases.

3 credit hours.

RT135 Pediatric Respiratory Therapy

An introduction to fetal development, evaluation of the newborn, and cardiopulmonary diseases of infants and children. A comprehensive study of airway management, bronchopulmonary hygiene, continuous positive airway pressure, and mechanical ventilation of the pediatric patient. Prerequisites: RT100, RT110, RT115, RT130.

2 credit hours.

RT150 Clinical Practice I

An orientation to the hospital and departments related to respiratory therapy. An introduction to respiratory therapy clinical practice (may include evening rotations). Clinical competence in bland aerosol, bronchial clearance techniques, aerosol therapy with medications, incentive spirometry, oxygen therapy. Prerequisite: RT100. Corequisites: RT110, RT115, RT130.

1 credit hour.

RT160 Clinical Practice II

Clinical practice in respiratory care including rotations through general therapy procedures,

critical respiratory care, and pulmonary function testing (may include evening rotations). Clinical competence in IPPB, induced sputum, air compressors, ultrasonic nebulizers, oxygen analysis, cuff pressure measurements, Leukens Trap, oxygen titration, secure endotracheal tube, suction through airway. Prerequisite: RT150. Corequisite: RT120, RT125, RT135.

2 credit hours.

RT210 Evaluation of the Patient with Pulmonary Disease

A comprehensive study of pulmonary evaluation techniques including pulmonary history, chest physical diagnosis, pulmonary function interpretation, arterial blood gas interpretation, and chest x-ray interpretation. Special emphasis on patient response to respiratory therapy with particular attention to goals of therapy, delivery of therapy, and evaluation of response to therapy. Prerequisite: Completion of freshman year RT program or permission of instructor.

2 credit hours.

RT250 Clinical Practice III

Clinical practice in respiratory care including rotations through general therapy procedures (including limited evening, weekend, and night rotations), critical respiratory care, pulmonary function testing, secondary clinical affiliates, clinical laboratory and anesthesia. Clinical competence in cardiopulmonary resuscitation, initiation of therapy, tracheal intubation, arterial blood gas puncture and analysis, ventilator monitoring, ventilator circuit change, bedside parameters for weaning, extubation, oxygen tents, post-op respiratory care, nasotracheal suction, infant CPAP, infant ventilator set-ups, adult ventilator set-ups, IMV, PEEP/CPAP, transport, pulmonary function testing, respiratory equipment, cleaning and maintenance. Prerequisite: RT120, RT125, RT135, RT160.

4 credit hours.

RT255 Clinical Practice IV

Clinical practice in respiratory care including rotations through general therapy procedures (may

include evening rotations), critical respiratory care, and pulmonary function testing. In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Clinical competency in cardiopulmonary resuscitation, arterial blood gas puncture and analysis, ventilator monitoring, ventilator circuit change, oxygen tents, spirometry. Prerequisite: RT160.

1 credit hour.

RT260 Clinical Practice V

Clinical practice in respiratory care including rotations through general therapy procedures, clinical respiratory care, and pulmonary function testing (may include evening rotations). In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Clinical competence in initiation of therapy, bedside spirometry, nasotracheal suction, IMV, weaning from mechanical ventilation. Prerequisite: RT255.

1 credit hour.

RT270 Clinical Practice VI

Clinical practice in respiratory care including rotations through general therapy procedures (may include evening rotations), critical respiratory care, and pulmonary function testing. In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Clinical competence in initiation of therapy, lung volumes determination, PEEP/CPAP, extubation, post-op respiratory care. Prerequisites: RT260.

1 credit hour.

RT280 Clinical Practice VII

Clinical practice in respiratory care including rotations through general therapy procedures (including limited evening, weekend, and night rotations), critical respiratory care, pulmonary function testing, secondary clinical affiliates, clinical laboratory, anesthesia, and respiratory therapy management and education. Clinical competence in adult ventilator set-up, infant ventilator set-up, patient transport with mechanical ventilation, exercise testing,

methacholine challenge testing, lung diffusion testing, respiratory equipment cleaning and maintenance. In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Prerequisites: RT270.

3 credit hours.

RT320 Pulmonary Physiology

A comprehensive study of pulmonary physiology with special emphasis on clinical application of physiologic principles. Also included are the influences of pulmonary and renal physiology on acid-base balance, and neurologic aspects of respiratory care. Prerequisites: BIO220, BIO222, RT210, or permission of instructor.

3 credit hours.

RT330 Cardiac Physiology

A review of cardiac physiology and cardiac disease and a comprehensive study of the EKG and pharmacologic treatment of cardiac disease. Special emphasis will be placed on the interrelationship of cardiac and pulmonary disease. Prerequisites: RT210 or permission of instructor.

2 credit hours.

RT350 Clinical Practice VIII

This is a clinical practice course in respiratory care including rotations through general therapy procedures and critical respiratory care. Special emphasis is placed on neonatal care and hemodynamic monitoring with clinical competence evaluation in neonatal respiratory care and hemodynamic monitoring techniques. Prerequisites: RT270 or permission of instructor.

1 credit hour.

RT410 Independent Study in Respiratory Therapy

This course is designed to allow the student an opportunity to participate in a research project or clinical affiliation of his/her choice. This project is conducted under the direction of a faculty member. Prerequisite: Completion of the junior year of the respiratory therapy program or permission of instructor.

1 credit hour.

RT415 Clinical Practice IX

This is a clinical practice course in respiratory care including rotations through general therapy procedures, critical respiratory care, and pulmonary function testing. In addition to required clinical rotations, the student will be allowed the opportunity to select clinical rotations of individual interest. Prerequisites: RT350 or permission of instructor.

1 credit hour.

RT420 Clinical Practice X

A continuation of RT415. Prerequisites: RT415 or permission of instructor.

1 credit hour.

SOCIOLOGY

SOC100 Introduction to Sociology

Fall-Spring Semesters

This course is designed to be an introduction to the academic discipline of sociology. It focuses on the history and central theories in the field, as well as acquainting the students with the techniques of analysis used by sociologists as they conduct research. Students in this course will study topics such as gender issues, population, race and minority relations, the family, and social change.

3 credit hours. Satisfies ADR II.

SOC210 Drug/Alcohol Addiction

Spring Semester

This course is designed to teach the student about the societal aspects of addiction. By putting the addicted person into the context of the group, family and society, the student is given theoretical approaches which helps them to understand current treatment and prevention strategies. Prerequisite: SOC100.

3 credit hours.

SOC215 Law and Society

Spring Semester

An analysis of the interrelationship between the legal and social order through the utilization of different sociological perspectives with an em-

RT450 Respiratory Therapy Seminar

This course is designed to integrate all aspects of the student's respiratory therapy experience. Selected topics are discussed as they relate to respiratory therapy practice. Students present patient case studies, review current journal articles, and present a research paper. Prerequisites: completion of the junior year of respiratory therapy or permission of the instructor.

2 credit hours.

phasis on conflict and consensus theory. Prerequisite: SOC100.

3 credit hours.

SOC220 American Social Problems

Fall-Spring Semesters

A study of the contemporary social problems surrounding major social institutions and society. Emphasis is on theories for assessing causes and remedies. Prerequisite: SOC100.

3 credit hours. Satisfies ADR II.

SOC225/WGS225 The Family

Fall-Spring Semesters

This course includes topics such as economic, political, and social movements that have affected family life, family adjustments, and organization. Additionally, it presents sociological data that can help students consider practical approaches to preparation for marriage and adjustments after marriage. Students will be learning about the history of this field of study, the central sociological theories that guide our studies, and about the use of statistical data and analysis to understand more about trends and changes in the family. As part of this course, students will be required to complete examinations, participate in some form of research assignment using information technology and/or

presentations, and will be encouraged to think more critically and creatively about our families. Prerequisite: SOC100.

3 credit hours. Satisfies ADR II.

SOC230 Development of Sociological Theory

Fall Semester

An analysis of the historical development of social thought and theory from Comte to Simmel. Prerequisite: SOC100.

3 credit hours.

SOC235 Contemporary Sociological Theory

Spring Semester

A study of the recent developments and main currents in contemporary sociological thought, starting with functionalism. Prerequisite: SOC100.

3 credit hours.

SOC240 Theory and Policy for the Human Service Professional

Fall Semester

This course is designed to introduce the student in human services concentration to the major theoretical perspectives used to understand ethical and professional issues relevant to the field. The competencies and skills required of the human service professional worker, the client's right to dignity, respect, and understanding, and other pertinent ethical issues will be discussed. The development of social policy and its impact on both the worker and the client will focus on meeting the demand in the current social, economic, and political landscape. Prerequisite: SOC100.

3 credit hours.

SOC305 Working with Children and Youth

Fall-Spring Semesters

Based on the theoretical approaches learned in the Theory and Policy course for the Human Service Professional, this course will focus on issues of child/adolescent welfare. It will describe specific problems faced by this segment of the population and will address various treatment options as well as agency policies relating to them. Students will

be involved in projects that will help them learn more about issues such as latchkey children, child abuse, and adoption/foster care. Prerequisites: SOC100 and SOC240.

3 credit hours.

SOC310 Sociology of Organizations

Fall (even-numbered years)

An analysis of organizations as social systems. The structure of organizations, their patterns, and the impact of society on organizations will be examined. Prerequisite: SOC100.

3 credit hours.

SOC315 Ethnic and Minority Relations

Fall Semester

An analysis of the bases of ethnic conflict, accommodation and assimilation of ethnic, nationality, religious, and racial minorities. A domestic and global perspective is utilized. Prerequisite: SOC100.

3 credit hours.

SOC320 Criminology

Fall-Spring Semesters

An analysis of the creation of law, criminal causation, and corrections. Prerequisite: SOC100.

3 credit hours.

SOC330 Sociology of Religion

Spring Semester (even-numbered years)

In this course, students will use a social psychological and structural approach to understand the nature of American religious systems. Using major theoretical perspectives such as authoritarian personality structure, conflict theory, and structural-functionalism, students will learn how to assess the impact of religion on the society and on groups within the society. Prerequisite: SOC100.

3 credit hours.

SOC335 Research Methodology I

Fall Semester

This course is the first of two research courses required for Behavioral Science majors. The course will introduce students to the concepts and principles of behavioral research. This knowledge will

then be used to design research projects and collect data. Prerequisite: BEH260.

3 credit hours.

SOC336 Research Methodology II

Spring Semester

This course is a continuation of SOC335, Research Methodology I. The emphasis in this course will be on data analysis and presentation and report writing. Students will apply statistical techniques to data collected in SOC335. The results of the data analysis will be used to prepare written reports and computer-generated presentations. This course will conclude with research results being presented to the community organization for which the research was conducted. Prerequisite: SOC335.

3 credit hours.

SOC350 Community Social Issues

Fall Semester

Students will learn how urbanization and social class impacts different types of neighborhoods. Emphasis is on how local and community neighborhoods function and their ability to organize. Course topics include such social issues as urban sprawl, education, crime, and integration. The course will consider trends in contemporary community research and will aid students interested in careers in education, criminal justice, urban economic development, and urban studies. Prerequisite: SOC340.

3 credit hours.

SOC355 Program Design and Evaluation

Fall Semester (even-numbered years)

This course provides the skills required to design and evaluate social programs. It is especially suited for students interested in human services or criminal justice.

3 credit hours.

SOC340 Urban Sociology

Spring Semester (odd-numbered years)

A study of the sociological development of modern cities and the impact of urbanization and urban problems on individuals, groups, and neighborhood or community formation. Prerequisite: SOC100.

3 credit hours.

SOC345 Human Service Techniques

Fall-Spring Semesters

An analysis and application of skills in client-worker relationships, information gathering, interactional skills, and the referral process. Prerequisite: SOC100.

3 credit hours.

SOC410 Population Trends

Fall Semester (odd-numbered years)

A study of population dynamics and their effects on society. Emphasis will be placed on the United States. The topics will be especially relevant to behavioral science, political science, and business majors. Prerequisite: SOC100.

3 credit hours.

SOC415 Grant Writing for Non-Profit Agencies

Spring Semester

In this course, students will use a variety of approaches to learn about the process of grant writing. The course provides a review of non-profit organizations and funding policies that affect them. Additionally, the student will learn to write grant proposals for local organizations. Each proposal will be reviewed by representatives from the funding sources. Prerequisites: SOC100 and SOC355.

3 credit hours.

SOC420-422 Selected Topics In Sociology

Fall-Spring Semesters

Selected Topics in Sociology is a course designed to meet the special interests of students and faculty. Each semester a different topic will be studied, such as gender studies, victimology, and grant writing. Prerequisite: SOC100.

3 credit hours.

SOC495, SOC496 Sociology Internship

Fall-Spring Semesters

A program that provides on the job experiences to qualified students in the application of Behavioral Sciences. The student spends a minimum of 120 hours per semester with a selected agency. The internship provides an opportunity to explore job possibilities as well as make academic work

more meaningful. Prerequisites: GPA of 2.5 and 60 credit hours. Students must meet the College requirements for all internships. This course is graded on a pass/fail basis.

3 credit hours.

SOC498, SOC499 Independent Study

Fall-Spring Semesters

The Independent Study Program affords an opportunity for the student who wishes to undertake

a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisite: SOC100.

1–3 credit hours each semester.

SPEECH

See Communication course descriptions.

SPORT MANAGEMENT

SPM101 History and Philosophy of Sport

Fall-Spring Semesters

A survey of the philosophy and historical development of sport. The course will examine the major philosophical schools of thought in sport and trace the development of competitive sport from ancient civilizations to the present. Recurring themes will be identified and significant individuals and events that impacted the history of sport will be discussed to gain a better understanding of how this important aspect of how the human experience evolved to its integral place in society.

3 credit hours.

SPM110–111 Sport Management Practicum

SPM110, Fall/SPM111, Spring

The course is designed for the freshman Sport Management major to gain and use a variety of skills needed for event management. The course will focus primarily on game/event administration. This is an experiential course in which the student completes the assigned tasks on campus.

.5 credit hours.

SPM112–113 Sport Management Practicum

SPM112, Fall/SPM113, Spring

The course is designed for the sophomore Sport Management major to gain experience on campus in relation to facility management. The student will both develop and use supervisory skills in various roles in the Spartan Center. This is an experiential course in which the student completes the assigned tasks on campus. Prerequisites: SPM110 and SPM111.

.5 credit hours.

SPM201 Introduction to Sport Management

Fall-Spring Semesters

An analysis of effective management strategies and the body of knowledge associated with pursuing a career as a manager in the sport industry. Functional management, strategic planning, decision making, leadership style, managing conflict and change, motivation of a workforce and career opportunities in different sport environments will be explored during the course of the semester.

3 credit hours.

SPM220 Sport in Society*Fall-Spring Semesters*

This course is an analysis of the social relations within the institution of sport. This course is designed to acquaint students with the relationship between sport and the society in which it is embedded. Topics include international cultures in sport; violence and deviant behavior in sport; social stratification in sport; sport education; and societal beliefs, traditions, customs, and the sport subculture.

3 credit hours.

SPM260 Lifeguard Specialties*Spring or Summer Semester*

This course is designed for current lifeguards who wish to specialize in the three areas. These include Head Lifeguard, Waterfront Lifeguard, and Water Park Lifeguard. Nationally recognized certification will be awarded on successful completion of the course. Prerequisite: PE124.

2 credit hours.

SPM310 Sport Behavior*Fall-Spring Semesters*

A survey and analysis of the principles, theories, and applications associated with sport and the exercise behavior Study, research, and discussion of participants, group processes, and sport/exercise environments will lead to a greater understanding of the psychological factors that enhance and impede individual and team performance. Prerequisites: PSY100 and PE134.

3 credit hours.

SPM320 Sport Administration and Management Practices*Fall Semester*

An overview of practical applications of management theory in the sport environment. Areas to be covered included personnel decisions, financial issues and computer applications in sport. Prerequisites: MGT250 and SPM201.

3 credit hours.

SPM330 Sport Marketing*Fall Semester*

An overview of the various techniques and strategies of marketing in the sport environment. Areas to be covered include the processes of the sport marketing planning model, the segmentation process, the identification of target markets, data base and relationship marketing, the major concepts of sport marketing and the development of the sport marketing mix and sponsorship packages. Prerequisites: SPM201, IFS105, and MKT200. Prerequisite: Sport Management majors only or with permission of the instructor.

3 credit hours.

SPM340 Financing Sport Operations*Fall-Spring Semesters*

An analysis of financial concepts and theories and their application in the professional, intercollegiate, and commercial sport industries. Topics include revenues and expenses of professional, intercollegiate and private sport industries, issues impacting these revenues and expenses, budgeting methods, economic impact, fundraising at the intercollegiate level, ownership in sport and public and private funding for non-profit sport programs. Prerequisites: IFS105, SPM201, and ECO200. Prerequisite: Sport Management majors only or with permission of the instructor.

3 credit hours.

SPM350 Public and Media Relations in Sport*Spring Semester*

An analysis of the role of the media and public relations in sport organizations. The appropriate methods and theories will be presented as well as their application in the professional, intercollegiate and commercial sport industries. The relationship between sport organizations and the print and electronic media will be explored and how that relationship is vital to the success of the sport organization will be emphasized. Prerequisites: SPM201 and CM104. Prerequisite:

Sport Management majors only or with permission of the instructor.

3 credit hours.

SPM360 Aquatic Facilities Management

Spring Semester

The Aquatic Facility Management course is designed to prepare individuals to manage pools, spas, water parks, and outdoor aquatic facilities. Some of the topics covered are water chemistry and filtration, staff management, event management, emergency action plans, liability issues, client health issues, and facility visitations. Upon successful completion, nationally recognized certification will be awarded. Prerequisite: PE124, PE126, or permission of the instructor.

3 credit hours.

SPM361 Aquatic Recreation Systems

Spring Semester

This course presents the student with basic knowledge of the systems associated with recreational aquatic facilities. These include electrical, HVAC, chemical feeding, pumps, hydraulics, surfaces, and computer applications. Current and future trends will be explored and site visitations are a required component of the course. Prerequisite: IFS105.

2 credit hours.

SPM370 Special Topics in Sport Management

Fall Semester

This course examines issues in the field of sport and sport management as they affect us, our culture, and society. The specific topic for the course changes from semester to semester according to faculty and student interest. Topics such as race and gender in sport as well as current trends and issues are possible topics. Introduction to Sport Management, or History and Philosophy of Sport, and/or Sport Behavior are recommended as a strong foundation before enrolling, but are not prerequisites.

3 credit hours.

SPM420 Facility and Event Management

Spring Semester

An analysis of the management process involved

in the designing and managing of a sport facility as well as the skills and processes associated with administering a sport event whether it be participant centered (e.g. road race, youth tennis tournament) or spectator centered (e.g., college football game, basketball game, professional golf tournament). Prerequisites: SPM201 and SPM320. Prerequisite: Sport Management majors only or with permission of the instructor.

3 credit hours.

SPM425 Legal Aspects of Sport

Fall Semester

An overview of the legal aspects related to the sport environment. Areas of study include constitutional amendments, legislative enactments and case law related to sport and the administration of sport programs; contracts, labor agreements, product liability, tort law and risk management. Prerequisites: Senior status sport management major. Prerequisite: Sport Management majors only or with permission of the instructor.

3 credit hours.

SPM475 Ethics and Current Issues in Sport

Fall-Spring-Summer Semesters

A seminar examining current research, issues, reform movements, trends and ethical dilemmas in the sport management field. Topics will include issues in intercollegiate athletics, the Olympic Movement, high school sport and private sector. Reading current texts and articles, discussion, reaction papers and evaluation of the opinions of experts in the field will be used as the foundation for the course. Prerequisites: Senior Status Sport Management Major. Corequisite: SPM480. Prerequisite: Sport Management majors only or with permission of the instructor.

3 credit hours.

SPM480 Work Experience in Sport Management

Fall-Spring-Summer Semesters

A practical application experience for senior sport management majors that enables the student to utilize theories presented in coursework. This is a full academic semester experience consisting of

450–500 hours of work experience. It is taken concurrently with SPM475 and no other courses may be taken during the work experience semester. Prerequisites: Senior status in sport management

major. Prerequisite: Sport Management majors only or with permission of the instructor.

9 credit hours.

THEATRE

THE205 Text Performance

Fall-Spring Semesters

Analyses, performance readings, and critical responses to poetry, prose, and drama.

3 credit hours.

THE254 Introduction to Theatre

Fall-Spring Semesters

An introduction to the origin and development of theatre. Students acquire familiarity with the skills of playwriting, producing, directing, acting, designing, and critical appreciation.

3 credit hours. Satisfies ADR I.

THE258 Stagecraft

Fall Semester (odd-numbered years)

An exploration of scene design, stage lighting, costuming, make-up, and theatre architecture. Students create working drawings, light and costume plots, models, and watercolor renderings and participate in producing a show.

3 credit hours.

THE262 Acting

Fall-Spring Semester

Instruction and practice in physical and vocal expressive techniques and textual analysis. Students synthesize understanding and expressiveness in performance.

3 credit hours.

THE350–THE353 Theatre Practicum

Fall-Spring Semesters

Hands-on experience in set construction, lighting control, costume and prop creation, box office management, and performance.

1 credit hour per semester, up to 4.

THE355 Advanced Acting

Spring Semester (even-numbered years)

Exploration of the techniques of acting in plays

from Ancient Greece and Rome, Elizabethan-Jacobean England, Commedia dell'Arte, and 19th century melodrama. Emphasis on stylized voice and movement, text analysis, and interpretation in performance. Prerequisite: THE262 or permission of instructor.

3 credit hours.

THE360 History of Theatre I

Fall Semester (even-numbered years)

Covering the period from antiquity to 1600, this course examines the origins of theatre and considers scripts, theatres, audiences, acting, and staging conventions in plays from the Greek, Roman, Medieval, and Elizabethan periods.

3 credit hours.

THE361 History of Theatre II

Spring Semester (odd-numbered years)

Covering the period from 1600 to the advent of “realism” in the 1880s, this course examines theatres, audiences, acting, and staging conventions related to the dramas that were created, with some exceptions, for proscenium stages.

3 credit hours.

THE380 Special Topics in Theatre

Specific content changes from semester to semester and may be suggested by faculty or student interest, for example, World Drama, Contemporary Drama, Experimental Theatre/Performance Art, or theatre defined by geography, language, or playwright.

3 credit hours.

THE450, THE451 Theatre Internship

The purpose of an internship is to give students training and work experience in appropriate professional theatres. Responsibilities are determined by the supervisor(s) of the sponsoring theatre and

by the Director of Theatre. Students are required to complete an internship application, must have earned more than 60 credits with a minimum 2.5 cumulative grade point average, and must spend a minimum of 120 hours on site.

3 credit hours each.

THE498, THE499 Independent Study

An opportunity for the student who wishes to undertake a well-defined research project. While

the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1–3 credit hours.

WOMEN'S AND GENDER STUDIES

WGS200 (WS200) Introduction to Women's and Gender Studies

An interdisciplinary introduction to the major theories, themes, methodologies, and issues of women's and gender studies.

3 credit hours. Satisfies ADR I.

WGS102/BIO102 Human Sexuality

Designed to assist students to become aware of and to understand how to deal with their own sexuality. The course integrates sexuality with physiological, sociological, intellectual, emotional and spiritual aspects of the whole person.

3 credit hours.

WGS225/SOC225 The Family

Examines the economic, social, and political movements that have affected family life, family adjustments, and organization.

3 credit hours. Satisfies ADR II.

WGS303/CJA303 Gender and Crime

This course examines the variations of punishment and patterns in female criminality vs. male criminality across age, class, and race. This course will also review the strengths and weaknesses of theories of crime as applied to women and explores the occupational segregation by gender in criminal justice professions. Prerequisite: CJA101.

3 credit hours.

WGS344/LIT344 Love and Sex in Literature

A thematic and historical study of the claims of

love, sexuality, and gender as inspiration for and subject of imaginative literature.

3 credit hours. Satisfies ADR I.

WGS340/H340 Women and War

This course will examine the multiplicity of women's wartime experience during the two World Wars, including women as mothers, workers, military support personnel, combatants, and victims. Students will analyze the effects of war on women's status and the impact of war on gender roles and the relationship between men and women. Course material will focus on the two World Wars and women in Europe and the United States.

3 credit hours. Satisfies ADR II.

WGS342/H342 Women in the United States: A History

An analysis of the history of women in the United States from the colonial period to the present. The course will explore the impact that political, social, economic, and racial aspects of American history have had on American women, and, conversely, the impact women in the United States have had on the development in these areas.

3 credit hours. Satisfies ADR II.

WGS380/PHL380 Feminist Thought

A survey of the main branches of feminist thought, this course examines both the theory and practice

of feminism as it has developed primarily in the last thirty years.

3 credit hours. Satisfies ADR I.

WGS382/LIT382 Women in Literature

An introduction to some of the key issues that the role of women—both as writers and characters—has raised in literature. Examination of the writing of women of various geographical regions and historical periods as they employ a variety of genres.

3 credit hours. Satisfies ADR I.

WGS381/REL381 Women and Religion

This course explores how women have factored into or been excluded from the roles, rituals, scriptures, theologies, and governing images of some of the world's major religions. Additionally, the course explores contemporary efforts to contend with challenges to women in these traditions. Prerequisites: WRT101 and WRT200.

3 credit hours.

WGS210 Women's Health

In WGS210 students explore the nature of optimum physical and emotional health, as well as strategies for achieving and maintaining it. They explore common illnesses and health problems in terms of symptoms and management, and address environmental and societal factors that influence women's health. The values and assumptions underlying the Western medical paradigm are compared and contrasted with those upon which selected non-Western medical systems are based.

3 credit hours.

WRITING

WRT100 Fundamentals of English

Fall-Spring Semesters

This course emphasizes the fundamentals of English usage, spelling, punctuation, sentence construction, and paragraph and essay writing. Enrollment is at the discretion of the Department. May not be used to fulfill English core requirement, and credits earned will not count towards graduation. Students must receive a grade of 2 or

WGS450, WGS451 Women's and Gender Studies Internship

The purpose of an internship is to provide students with practical training and supervised work experience in appropriate firms or organizations. Internships are designed to give students an opportunity to make use of the practical aspects of their classroom knowledge, to complement and extend their classroom experiences, and to develop their understanding and confidence through a work-related experience. Responsibilities will vary according to placement as determined by the work supervisors of the sponsoring agency and faculty coordinator. Students are required to spend a minimum of 120 hours work on site. Students must have earned 60 or more credits and a minimum 2.5 cumulative GPA at the time of application and complete an internship application.

3 credit hours.

WGS498, WGS499 Independent Study

An opportunity for the student who wishes to undertake a well-defined research project. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1–3 credit hours.

better in WRT100 before enrolling in WRT101. Students who have successfully completed WRT101 and/or WRT200 may not enroll in WRT100.

3 credit hours.

WRT101 English Composition

WRT200 Writing About Literature

Fall-Spring Semesters

A two-semester sequence of instruction in writing

strategies essential to all college disciplines and to all careers. WRT101 includes instruction in exposition, analysis, argument, research techniques and styles. WRT200 develops and refines these skills by using literature as a source for student writing. Students must receive a grade of 2 or better in WRT101 before enrolling in WRT200. (Students majoring in Education are required by the Department of Education to attain at least a 3 in these courses.) All students are required to complete the WRT101–WRT200 sequence within the first 45 credits.

3 credit hours each semester.

WRT210 Writing in Professional Cultures

This course offers students further expertise beyond that offered in WRT101 and WRT200 in applying rhetorical techniques and problem-solving skills to writing scenarios and case-based writing that simulates writing done in professional sites. Students will create professional documents (letters, memos, reports, cover letter/resume, electronic communication) appropriate to each case or scenario. They will also learn about effective document design and presentation used in business and industry and about copyright and other ethical issues associated with professional writing. Prerequisites: WRT101 and WRT200 or permission of instructor.

3 credit hours.

WRT225 Interdisciplinary Writing

This course provides guided experience in reading and writing across a range of academic disciplines, including the natural sciences, the social sciences, the humanities, and business-related fields. Students will analyze the modes of reasoning, rhetorical techniques, and forms of writing that are currently accepted in each of these fields with the goal of becoming more versatile writers. This course is required for Professional Writing majors and minors, but is open to students from all fields who wish to improve their writing skills. Prerequisites: WRT101 and WRT200.

3 credit hours.

WRT275 Playwriting

This course introduces students to the principles of playwriting. Students read a number of monologues and short plays, explore different theories of playwriting, and write a monologue, a short scene, and a one-act play. Prerequisites: WRT101 and WRT200.

3 credit hours.

WRT305 Rhetorical Theory

Crucial to the study of professional writing is rhetoric, the art of composing effective discourse. Students will be introduced to significant issues and figures in the academic discipline of rhetoric. Students will be asked to develop a working definition of rhetoric and to study significant texts from the history of rhetoric, including those written by the Sophists, Plato, Aristotle, Cicero, Quintilian, St. Augustine, and Virginia Woolf. Questions concerning whether or not language shapes/defines reality and creates knowledge will be considered. Students will also be introduced to non-Western rhetorics. Prerequisites: WRT101 and WRT200.

3 credit hours.

WRT310 Creative Writing

Spring Semester

This course is a writing seminar for students interested in developing their imaginative writing powers. Students will read the work of published authors, write in a number of genres, and critique their own and others' writing using a workshop method. Prerequisites: WRT101 and WRT200.

3 credit hours.

WRT315 Advanced Composition

Fall Semester

This course provides instruction and practice aimed at helping students to further develop their expository writing skills, to examine their writing processes, and to critique their own and others' papers. This course focuses especially upon the development of advanced stylistic techniques. Prerequisites: WRT101 and WRT200.

3 credit hours.

WRT320 Writing for the Web

This course introduces the field of webpage design within the context of professional writing. Students will study online publications such as electronic newsletters and magazines and online help files, and learn to produce documents suitable for electronic publication. The course emphasizes principles in designing, writing, and producing publications using such current authoring tools as the hypertext mark-up language (HTML). Prerequisites: WRT101, WRT200 WRT210, WRT225, or permission of instructor.

3 credit hours.

WRT360-WRT369, WRT460-WRT469

Special Topics in Professional Writing

Special topics courses in professional writing will provide students with a range of opportunities for the intensive study of writing in various occupational or disciplinary fields, as well as in varied approaches to the writing process. Students will learn the preferred styles and conventions used within specific organizations and career fields, both through the study of representative writing samples and through hands-on writing experience. Likely course topics include medical writing, writing for social service organizations, writing for government agencies and NGOs, writing for non-profit organizations, writing for the arts, etc. The focus of each special topics course will be published in advance of course registration, and course level will vary according to the topics covered (either 300 or 400 level). Prerequisites for WRT 360-369: WRT 101 and WRT 200; Prerequisites for WRT 460-69: WRT101, WRT200, WRT210, WRT 225, WRT315, or permission of instructor.

3 credit hours.

WRT370 Special Topics in Creative Writing

A writing seminar for advanced students who wish to concentrate on specific genres and forms. The topic of this course may be suggested by faculty members or by students. In a given semester, this course might emphasize prose fiction; another semester could emphasize script-writing or non-

fiction prose. This course may be repeated for different topics. Prerequisite: WRT101 and WRT200.

3 credit hours.

WRT371 Advanced Creative Writing

This course is an advanced writing workshop. Students write poetry, fiction, or both and routinely present copies of work for class discussion and critique. Students revise work towards the development of a portfolio of imaginative writing. Students also present a poet or fiction writer to the class by providing biographical information as well as at least one representative poem or story. Prerequisites: WRT101, WRT200, WRT310, or permission of instructor.

3 credit hours.

WRT373 Advanced Non-fiction

This course is designed to improve your ability to write creatively when composing an essay or writing in various journalistic genres. Readings will include a variety of print and Internet sources that reflect the current state of non-fiction prose. Students will be asked to assemble a portfolio of essays, accompanied by brief abstracts and self-critical responses. Prerequisites: WRT101 and WRT200.

3 credit hours.

WRT374 Writing Children's Literature

This course helps students to develop their skills in producing fiction and poetry for children. Students will write and revise at least ten poems and ten pages of fiction for children, and present this writing in a final class portfolio. This course employs the workshop method, with students presenting copies of their work for classroom discussion and constructive critique. Students will also present a children's author of their choice to the class, providing information about the life and work and style of the author. Prerequisites: WRT101 and WRT200.

3 credit hours.

WRT380 Freelance Writing for the Marketplace

This class is a practical forum about the submission of manuscripts to magazines and book publishers.

This course assumes that students already have produced a body of written work—creative and/or nonfiction—both privately and in prior classes. Students will be required to keep a journal of their experiences studying the marketplace and submitting their writing and a portfolio of work they have revised toward publication. Authors who work in a variety of genres may be invited to speak to (or teach) the class. Prerequisites: WRT101, WRT200.3 credit hours.

3 credit hours.

WRT290 The Teaching and Tutoring of Writing

This course will give students guided experience in methods for teaching writing in both classroom settings and in tutoring sessions. Students will learn about current methodologies for the teaching and tutoring of writing and will work with experienced teachers and tutors towards practical application of those methods. Students will read and discuss current articles on writing pedagogy, observe composition classrooms, and shadow tutoring sessions with experienced teachers of writing. Students who successfully complete WRT 290 are eligible to become writing tutors in the Learning Resource Center. Prerequisites: WRT101, WRT200 3 credit hours.

3 credit hours.

WRT410 Professional Editing

This course introduces students to the fields of copyediting and comprehensive editing within the context of professional writing. The course will teach students how to become effective editors, giving them the ability to develop objectives for editing, to work with and substantially improve texts and visuals in both print and electronic contexts, and to establish and maintain relationships with authors and others involved in the production of documents. Prerequisites: WRT101, WRT200, WRT210, and WRT225 or permission of instructor.

3 credit hours.

WRT450, WRT451 Experiential Learning in Writing

This course provides on-the-job experiences in the application of professional writing skills and knowledge. The student spends a minimum of 120 hours per semester in the performance of meaningful tasks required to produce effective professional documents. In addition, a two-hour per month class, four meetings per semester (in addition to individual meetings and correspondence with the instructor), provides for integration of the student's academic and agency work. The seminar provides an opportunity to explore job possibilities as well as making academic work more meaningful through application of theoretical principles of writing. Prerequisites: An application is required six months prior to intended on-site experience (including a statement of objectives and goals); students must be accepted by an approved site; approval of instructor; GPA of 2.75 or higher and 60 credit hours completed before beginning on-site experience. Students may complete up to six credits of experiential learning. Prerequisites: WRT101, WRT200, WRT210, WRT225, WRT315.

3 credit hours each.

WRT480 Senior Seminar in Professional Writing

The Senior Seminar in writing provides a capstone academic experience for writing majors and helps to prepare them for the job market. The course will have three facets, mirroring the three main aspects of the professional writing curriculum: (1) reading and responding to essays on rhetoric and composition theory; (2) exploring careers in professional writing by reading case studies of professional writers and hearing from guest speakers, by performing mock interviews, and by investigating professional writers' organizations and graduate programs in writing; (3) revising writing from other courses (and from their experiential learning seminar) towards the for-

mation of a professional writer's portfolio and current resume. Prerequisites: WRT101, WRT200, WRT210, WRT225, WRT315, and Senior Standing.

3 credit hours.

WRT498, WRT499 Independent Study

An opportunity for the student who wishes to undertake a well-defined research project. While

the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

1–3 credit hours.



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 Mary Chapman, RN, BS
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 Yvonne Wanbaugh, RN, BS
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 Amy Wilson, RN, BS
 Robert Witmer, BS, MTCARN
 Amy Zahm, RN, BA



COLLEGE CALENDARS

FALL SEMESTER 2005-2006

August 26	(Friday)	Exploriation Program for New Students begins
August 29	(Monday)	Late Scheduling Evening Classes Begin 6:30 p.m.
August 30	(Tuesday)	Day and Twilight Classes Begin* Late Registration Fee Applies
September 5	(Monday)	Labor Day—No classes
September 7	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester*
September 13	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
September 15	(Thursday)	Last day to apply for Winter Graduation
October 7 to 9	(Fri-Sun)	Fall Fest—Family & Homecoming Weekend
October 8 to 14	(Sat-Fri)	Warning Grades issued to students*
October 14	(Friday)	Fall Break begins 5:00 p.m.
October 19	(Wednesday)	Classes resume 8:00 a.m.
October 28	(Friday)	Last day to withdraw from classes or from the College for the semester*
November 22	(Tuesday)	Thanksgiving Vacation begins 10:00 p.m.
November 28	(Monday)	Classes resume 8:00 a.m.
December 13	(Tuesday)	Last day of regular classes for the semester*
December 14	(Wednesday)	Reading Day—No Classes Final Examinations for WEDNESDAY EVENING classes
December 15 to 20	(Thurs-Tues)	Final Examinations
December 21	(Wednesday)	Winter Commencement 10:30 a.m.

SPRING SEMESTER 2005-2006

January 17	(Tuesday)	New Student Orientation Late Scheduling
January 18	(Wednesday)	Day, Twilight and Evening Classes Begin* Late Registration Fee Applies
January 25	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester*
January 31	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
February 6	(Monday)	Last day to apply for Spring Graduation
February 25	(Saturday)	Winter Vacation begins 12:00 Noon
March 6	(Monday)	Classes resume 8:00 a.m.
March 6 to 11	(Mon-Sat)	Warning Grades issued to students*
March 24	(Friday)	Last day to withdraw from classes or from the College for the semester*
April 12	(Wednesday)	Spring Vacation begins 10:00 p.m.
April 18	(Tuesday)	Classes resume 8:00 a.m.
May 4	(Thursday)	Last day of regular classes for the semester*
May 5	(Friday)	Reading Day—No Classes
May 6 to 11	(Sat-Thurs)	Final Examinations
May 13	(Saturday)	Spring Commencement 10:30 a.m.

*Dates for 1/2 credit physical education courses vary from those stated above. The specific dates may be obtained from the Registrar.

Incomplete make-up deadlines: for the fall semester, February 21, 2006; for the spring semester, July 14, 2006.

GRADUATE SUMMER PROGRAMS 2006

The graduate programs offer courses during the summer. The specific dates will be printed in the Summer 2006 Brochure or may be obtained from the Registrar's Office.

UNDERGRADUATE SUMMER PROGRAMS 2006

The undergraduate summer program consists of several separate sessions offered throughout the summer on campus and at the Hanover Center. The specific dates will be printed in the Summer 2006 Brochure or may be obtained from the Registrar's Office.



COLLEGE CALENDARS

FALL SEMESTER 2006-2007

August 25	(Friday)	Exploriation Program for New Students begins
August 28	(Monday)	Late Scheduling Evening Classes Begin 6:30 p.m.
August 29	(Tuesday)	Day and Twilight Classes Begin* Late Registration Fee Applies
September 4	(Monday)	Labor Day—No classes
September 6	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester*
September 12	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
September 15	(Friday)	Last day to apply for Winter Graduation
October 6 to 8	(Fri-Sun)	Fall Fest—Family & Homecoming Weekend
October 7 to 13	(Sat-Fri)	Warning Grades issued to students*
October 13	(Friday)	Fall Break begins 5:00 p.m.
October 18	(Wednesday)	Classes resume 8:00 a.m.
October 27	(Friday)	Last day to withdraw from classes or from the College for the semester*
November 21	(Tuesday)	Thanksgiving Vacation begins 10:00 p.m.
November 27	(Monday)	Classes resume 8:00 a.m.
December 12	(Tuesday)	Last day of regular classes for the semester*
December 13	(Wednesday)	Reading Day—No Classes. Final Examinations for WEDNESDAY EVENING classes
December 14 to 19	(Thurs-Tues)	Final Examinations
December 20	(Wednesday)	Winter Commencement 10:30 a.m.

GRADUATE SUMMER PROGRAMS 2007

The graduate programs offer courses during the summer. The specific dates will be printed in the Summer 2007 Brochure or may be obtained from the Registrar's Office.

SPRING SEMESTER 2006-2007

January 16	(Tuesday)	New Student Orientation Late Scheduling
January 17	(Wednesday)	Day, Twilight and Evening Classes Begin* Late Registration Fee Applies
January 24	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester*
January 30	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
February 5	(Monday)	Last day to apply for Spring Graduation
February 24	(Saturday)	Winter Vacation begins 12:00 Noon
March 5	(Monday)	Classes resume 8:00 a.m.
March 5 to 10	(Mon-Sat)	Warning Grades issued to students*
March 23	(Friday)	Last day to withdraw from classes or from the College for the semester*
April 4	(Wednesday)	Spring Vacation begins 10:00 p.m.
April 10	(Tuesday)	Classes resume 8:00 a.m.
May 3	(Thursday)	Last day of regular classes for the semester*
May 4	(Friday)	Reading Day—No Classes
May 5 to 10	(Sat-Thurs)	Final Examinations
May 12	(Saturday)	Spring Commencement 10:30 a.m.

*Dates for 1/2 credit physical education courses vary from those stated above. The specific dates may be obtained from the Registrar.

Incomplete make-up deadlines: for the fall semester, February 20, 2007; for the spring semester, July 12, 2007.

UNDERGRADUATE SUMMER PROGRAMS 2007

The undergraduate summer program consists of several separate sessions offered throughout the summer on campus and at the Hanover Center. The specific dates will be printed in the Summer 2007 Brochure or may be obtained from the Registrar's Office.



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NOTES



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